

**“Chatham approves new \$10.3 million Fire Station”**  
*The Cape Cod Chronicle, Oct. 10, 2013*



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**ABOUT THE COVER** – By Special Town Meeting vote on October 7, 2013, Chatham residents approved the design and construction of a new Fire Station Headquarters on Depot Road. This vote was affirmed by ballot on October 10, 2013. These votes were the culmination of a three year process to bring a new Station to Chatham, completing the Capital Facilities Replacement Plan.

## Elective Offices

### Moderator (3 year term)

William G. Litchfield      Term Expires 2015

### Board of Selectmen (3 year term)

Jeffrey S. Dykens, Clerk      Term Expires 2016  
 Timothy L. Roper, Chairman  
    Term Expires 2016  
 Florence Seldin              Term Expires 2015  
 Sean Summers              Term Expires 2015  
 Leonard M. Sussman, Vice Chairman  
    Term Expires 2014

### Monomoy Regional School District Committee (3 year term)

Glenn R. Bryant, Sr.      Term Expires 2014  
 Stephen B. Davol      Term Expires 2015  
 Edward Jaworski      Term Expires 2016  
 Diane Nash              Term Expires 2016  
 Terry Russell              Term Expires 2015  
 Nancy L. Scott              Term Expires 2014  
 Sharon Stout              Term Expires 2014  
 Brian Widegren              Term Expires 2014

### Barnstable County

#### Assembly of Delegates (2 year term)

Ronald J. Bergstrom      Term Expires 2014

### Chatham Housing Authority (5 year term)

Maureen E. Auterio, State Appointment  
 Alan Mowry              Term Expires 2014  
 Jack Kelleher              Term Expires 2016  
 Shirley L. Smith              Term Expires 2015  
 William P. Bystrom              Term Expires 2018

## Appointed Offices

### Town Manager

Jill R. Goldsmith              Town Manager  
 Shanna Nealy              Executive Assistant

### Finance

Alexandra Heilala              Director of Finance/  
    Town Accountant  
 Cheryl Serijan      Assistant Town Accountant/  
                                  Assistant Finance Director  
 Mary Lancot  
                                  Accounting Clerk/Receptionist

### Treasurer/Collector

Louise A. Redfield              Treasurer/Collector  
 Amanda Love Monahan              Assistant Tax  
    Collector  
 Anita A. Beebe              Collections Assistant

### Assessing

Andrew R. Machado              Deputy Assessor  
 Candace Cook              Assessor Clerk  
 Cathy M. Schaeffer              Office Manager

### Human Resources, Human Services and Channel 18

Gerry Panuczak      Human Resources Director  
 Ryan Darmon              Media Coordinator

### Permits

Francis Ellingham              Permit Clerk  
 Bette Hahner              Permit Clerk  
 Mary Jane O'Leary              Permit Clerk

### Council on Aging

Amanda Speakman              Director  
 Eva Marie Souza              Outreach Coordinator  
 Penny Forsman              Outreach Work  
 Pauline G. Hoerner              Secretary

### Council on Aging

Gerald Golia              Driver  
 Richard Hosmer              Driver  
 Roger Kallstrom              Driver  
 George Parsons              Driver  
 Paul Robinson              Driver

### Information Technology

Craig Rowe              IT Director  
 James A. Cuddy              IT Manager

### Town Counsel

Blatman, Bobrowski, and Mead, LLC

### Town Clerk

Julie S. Smith              Town Clerk  
 Paula A. Tobin              Assistant Town Clerk

### Registrars of Voters

Virginia Laporte  
 Frank H. Tobin

### Election Personnel/Inspectors

Evelyn Ambriscoe  
 Joan Bagnell  
 Carol Barry  
 Beverly Brown  
 Judith Buchanan  
 G. Valerie Buck  
 Theodora Casey  
 Scott Daniels  
 Carolsue Donabar  
 Ann Eldredge  
 Mary Griffin  
 Elizabeth Hines  
 Sandra Koski  
 Mary Langille  
 Mary McDermott  
 Lillian McNulty

### Election Personnel/Inspectors

Kristi Mancini  
 Judith Perron  
 David Porter  
 Louise Redfield  
 Janine Scott  
 Jennifer Smith  
 Helga Sullivan  
 Carol Tautkus  
 Margaret Walker

### Constables

Benjamin J. Nickerson      Term Expires 2014  
 Thomas R. Pennypacker, II  
    Term Expires 2016  
 John Proudfoot              Term Expires 2015

### Veterans' Services Director/ Burial Agent

Edward F. Merigan

### Health & Environment

Dr. Robert A. Duncanson              Director

### Conservation

Kristin M. Andres              Conservation Agent  
 Mary M. Fougere              Secretary  
 Lara Slifka              Assistant Conservation Agent/  
    Environmental Technician

### Health

Judith H. Giorgio              Health Agent  
 Emily Beebe              Health Inspector/Part-time  
 Dianne E. Langlois              Secretary

### Coastal Resources

Theodore L. Keon              Director  
 Renee Gagne              Shellfish Constable  
 Rachel Hutchinson              Assistant Shellfish  
    Constable/Propagation Specialist

# Appointed Offices

## Deputy Shellfish Constables

Robert Denn	Term Expires 2016
John Dobbins	Term Expires 2016
Mark Dobbins	Term Expires 2014
Patricia Duvall	Term Expires 2015
Allyson Felix	Term Expires 2014
Jeffrey Hahner	Term Expires 2014
John Higgins	Term Expires 2015
Janine Hojnoski	Term Expires 2014
Thomas Hutchinson	Term Expires 2014
Peter Kolb	Term Expires 2014
John MacMullan	Term Expires 2014
Suzanne Phillips	Term Expires 2015
Lawrence Sampson	Term Expires 2014
Mark Simonitsch	Term Expires 2014

## Herring Warden

Donald St. Pierre

## Community Development

Deanna Ruffer	Director
Justin Post	Building Commissioner/ Zoning Enforcement Officer/ Sign Agent
Lynn Thatcher	Assistant Planner
James Badera	Local Building Inspector
Anna Brigham	Central Permitting Coordinator
Paul Lagg	GIS Coordinator
Michele Clarke	Office Manager
Sarah Clark	Secretary

## Principal Projects and Operations

Terence M. Whalen	Director
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## Municipal Buildings and Grounds

Norman E. Whelan	Building and Grounds
Gary J. Kaser	Building and Grounds

## Field Drivers and Fence Viewers

George W. Goodspeed, Jr.

## American Disabilities Act Coordinator

Paul Lagg

## Gas and Plumbing Inspection

Eric Olkkola	Inspector
Tom David	Deputy Inspector

## Surveyor of Wood, Bark and Lumber

Robert J. Liska

## Wiring Inspection

George McManus	Inspector
Peter Winkler	Deputy Inspector

## Harbormaster

Stuart F.X. Smith	Harbormaster
Jason Holm	Deputy Harbormaster
Susan K. Rocanello	Office Manager/Asst. Harbormaster

## Assistant Harbormasters

### Chatham

Leo Concannon	Term Expires 2013
Ian Carlson	Term Expires 2013
D. Michael Davis	Term Expires 2014
Thomas Deeg	Term Expires 2014
Vince Gulotta	Term Expires 2014
James Horne	Term Expires 2014
Rishie Janglee	Term Expires 2014
William Neiser	Term Expires 2014
Colin Politi	Term Expires 2013
Michael Ryder	Term Expires 2014
Peter Sheppard	Term Expires 2013
John Summers	Term Expires 2014
Hunter Twombly	Term Expires 2013

### Harwich

James Coyle	Term Expires 2014
Paul Fox	Term Expires 2014
Matthew O'Brien	Term Expires 2014
Heinz Proft	Term Expires 2014
John Rendon	Term Expires 2014

### Orleans

Dawson Farber	Term Expires 2014
Gardner Jamieson	Term Expires 2014
Greg Normandy	Term Expires 2014

## Police

Mark R. Pawlina	Chief
John Cauble	Deputy Chief
Michael Anderson	Lieutenant
Margaret McDonough	Animal Control Officer
Melanie Boutin	Secretary
Cathy Schaeffer	Parking Clerk/Hearing Officer Term Expires 2014

## Fire

Michael Ambriscoe	Chief
Peter Connick	Deputy Chief
Richard Shevory	Fire Inspector
Suzanne A. Martin	Secretary

## Forest Warden

Michael Ambriscoe

## Hazardous Materials Coordinator

Michael Ambriscoe

## Emergency Management

John Cauble	Emergency Management Director
Stuart F.X. Smith	Emergency Management Deputy Director

## Oil Pollution and Spill Coordinators

Stuart F.X. Smith	(All Coastal and Marine Activities)
Michael Ambriscoe	(All Inland Activities)

## Cemetery

Linda Goodspeed	Secretary
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## Parks and Recreation

Daniel L. Tobin	Director
Georgia A. Farrell	Recreation Program Supervisor
Suzanne Winkfield	Recreation Coordinator
Sharon Powell	Youth Services Coordinator
Helene E. Borges	Secretary
George Gatzogiannis	Community Building Supervisor
Tim Sylvia	Community Building Supervisor

## Department of Public Works, Water & Sewer Departments

Jeffrey S. Colby	Superintendent
Pam Jones	Office Administrator
Robin Young	Secretary

## Tree Warden & Superintendent of Insect and Pest Control

Daniel L. Tobin

## Landfill

Jeffrey A. Bremner	Foreman
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## Public Weighers

Jeffrey A. Bremner
Karl Gilley
Steven T. Leavenworth
David Laurie



## Committees/Boards/Commissions

### Affordable Housing

Bruce Bean	Term Expires 2015
Rev. Nancy Bischoff	Term Expires 2016
Karolyn McClelland	Term Expires 2015
Don Mackay	Term Expires 2015
Shirley L. Smith, Chairman	Term Expires 2014

### Affordable Housing Board of Trustees

Robert F. Denn	Term Expires 2016
Jeffrey Dykens	Term Expires 2016
John Kelleher	Term Expires 2016
Timothy Roper	Term Expires 2016
Florence Seldin	Term Expires 2015
Sean Summers	Term Expires 2015
Leonard Sussman	Term Expires 2014

### Airport Commission

Peter Donovan	Term Expires 2016
Richard E. Hunter, Chairman	Term Expires 2015
Nancy Patterson	Term Expires 2014
Craig Pennypacker	Term Expires 2016
David S. Rauscher	Term Expires 2015

### Assessors

Thomas (Nick) Brown, Secretary	Term Expires 2016
John Burke	Term Expires 2015
Robert B. Franz, Chairman	Term Expires 2014

### Aunt Lydia's Cove

Gregory J. Connors	Term Expires 2015
Kenneth Eldredge, Chairman	Term Expires 2015
Doug Feeney	Term Expires 2015
Mark Liska	Term Expires 2015
James F. Nash	Term Expires 2015
Darren Saletta	Term Expires 2015

### Bikeways Committee

Wayne Gould	Until Work Completed
Ronald B. Holmes, Chairman	Until Work Completed
Karen McPherson	Until Work Completed
Douglas J. Nichols	Until Work Completed
Deborah M. Swenson	Until Work Completed
Steven B. Wardle	Until Work Completed
David Widing	Until Work Completed

### Board of Health

Ronald C. Broman	Term Expires 2015
Mary Ann Gray	Term Expires 2016
Edward W. Sheehan, Chairman	Term Expires 2014
Dr. Allen Ward	Term Expires 2015
Edwin "Ted" Whittaker	Term Expires 2014

### Board of Selectmen

Jeffrey S. Dykens	Term Expires 2016
Timothy L. Roper, Chairman	Term Expires 2016
Florence Seldin	Term Expires 2015
Sean Summers	Term Expires 2015
Leonard M. Sussman	Term Expires 2014

### Barnstable County Coastal Resources Committee

Robert A. Duncanson	Until Work Completed
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### Barnstable County HOME Consortium Advisory Council

Cindi Maule	Term Expires 2014
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### Barnstable County Technical Advisory Committee on Dredging

Theodore L. Keon	Until Work Completed
Stuart F.X. Smith, Alternate	Until Work Completed

### Cape Cod Joint Transportation Committee

Jeff Colby	Until Work Completed
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### Cape Cod National Seashore Advisory Committee

Joseph Craig	
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### Cape Cod Regional Technical High School District Committee

Patricia Siewert	Term Expires 2014
James M. Upson	Term Expires 2015

### Cape Cod Regional Transit Authority

Jill Goldsmith	Until Work Completed
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### Cable Advisory Committee

Lisa Franz	Term Expires 2014
Richard Garvin	Term Expires 2015
Huntley Harrison, Chairman	Term Expires 2016

### Cape Cod Commission

Vacancy	
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### Cape Cod Municipal Health Group Board

Gerry Panuczak	Until Work Completed
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### Cape Light Compact

Peter Cocolis	Until Work Completed
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### Cape & Vineyard Electric Cooperative

John H. Scott	Until Work Completed
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### Capital Projects Review Committee

Deborah Aikman	Term Expires 2015
Andrew F. Siffard	Term Expires 2013
Daniel A. Sylver, Chairman	Term Expires 2015
Theodore Streibert	Term Expires 2013
Juris Ukstins	Term Expires 2014

### Cemetery Commission

George W. Jr. Goodspeed, Chairman	Term Expires 2015
Stephen A. Hart	Term Expires 2014
Susan Whitcomb	Term Expires 2016

### Charter Review Advisory Committee

Kay Bryce	Until Work Completed
Jack Cogswell	Until Work Completed
Shareen Davis	Until Work Completed
Doug Hamilton, Chairman	Until Work Completed
Paul Semple	Until Work Completed
Judith Thomas	Until Work Completed
Tim Weller	Until Work Completed
Jamie Bassett, Alternate	Until Work Completed
Timothy Hunter, Alternate	Until Work Completed

### Committee for the Disabled

Carol "Jill" Holmes	Term Expires 2015
Robert Hughes	Term Expires 2014
John Poignand, Chairman	Term Expires 2014
John Raye	Term Expires 2014
George Snider, Jr.	Term Expires 2016
Stuart Tuchinski	Term Expires 2015
Patricia Weber	Term Expires 2014
Ragnhild Bjerke, Associate	Term Expires 2014
George Myers, Associate	Term Expires 2014

## Committees/Boards/Commissions

### Community Preservation Committee

Bruce Bean, Affordable Housing	Term Expires 2015
Victor DiCristina, Land Bank	
Open Space Committee	Term Expires 2014
Bob Dubis, Planning Board	Term Expires 2014
John Kaar, At Large	Term Expires 2015
Bob Lear, Conservation Commission	Term Expires 2015
Jane Moffet, Historical Commission	Term Expires 2016
Alice B. Popkin, At Large	Term Expires 2014
Ira Seldin, Park & Recreation Commission	Term Expires 2016
Joanne Taylor, Housing Authority	Term Expires 2014

### Conservation Commission

Billie Bates	Term Expires 2014
Diane L. Holt, Chairman	Term Expires 2014
Stephen J. Kuzma	Term Expires 2014
Robert Lear	Term Expires 2015
Jaquelyn Meaney	Term Expires 2015
Robert Minetti	Term Expires 2016
Joseph Scarlatelli	Term Expires 2016
Richard Drury, Associate	Term Expires 2014
Dr. Michael Tompsett, Associate	Term Expires 2014
James "Buck" Upson, Associate	Term Expires 2014

### Constables for the Town

Benjamin J. Nickerson	Term Expires 2014
Thomas Pennypacker	Term Expires 2015
John Proudfoot	Term Expires 2016

### Council on Aging

Martha Batchelder	Term Expires 2016
Carole DeCristopher	Term Expires 2014
Audrey E. Gray	Term Expires 2015
Betty Magnusson	Term Expires 2016
John Rafferty	Term Expires 2014
Alvin L. Stern, Chairman	Term Expires 2016

### Cultural Council

Sally Campbell	Term Expires 2016
Anne Foster	Term Expires 2014
Nancy Gothie	Term Expires 2015
Elizabeth Hessler, Chairman	Term Expires 2014
Sheila Marx	Term Expires 2015
Joan-Ellen Messina	Term Expires 2014
Gay Murdoch	Term Expires 2015
Pam Weiler	Term Expires 2015

### Economic Development Committee

Luther Bates	Term Expires 2015
Jack Cogswell	Term Expires 2015
Shane Coughlin	Term Expires 2015
George Khalil	Term Expires 2014
Ed Fouhy	Term Expires 2014
Darren Saletta	Term Expires 2016
Betsy Sommers	Term Expires 2016

### Energy Committee

Peter K. Cocolis	Term Expires 2016
Robert E. Crupi	Term Expires 2014
Katherine McClellan	Term Expires 2014
Charles M. Rader, Chairman	Term Expires 2015
John H. Scott	Term Expires 2015

### Finance Committee

Norma Avellar	Term Expires 2016
Robert G. Dow	Term Expires 2015
Roslyn B. Coleman	Term Expires 2015
John Crea	Term Expires 2014
Dean P. Nicaastro	Term Expires 2014
Kenneth F. Sommer, Chairman	Term Expires 2014
Jo Ann Sprague	Term Expires 2015
John L. Whelan	Term Expires 2016
Steve West	Term Expires 2016

### Golf Advisory Committee

Douglas Ann Bohman, Chairman	Term Expires 2014
Tom Patton	Term Expires 2014
Stephen Kuzma	Term Expires 2015
Danyel Bianchi-Matteson	Term Expires 2016
Roger Sullivan	Term Expires 2014

### Historic Business District Committee

Darci Sequin	Term Expires 2016
Jackson Smith	Term Expires 2014
Theodore P. Streibert	Term Expires 2014
Daniel A. Sylver, Chairman	Term Expires 2014
Ali Van der Burg	Term Expires 2015
Lynn Van Dine Weller, Alternate	Term Expires 2014

### Historical Commission

Donald Aikman	Term Expires 2016
William E. Manley	Term Expires 2014
Frank A. Messina	Term Expires 2015
Jane Moffett	Term Expires 2014
Robert D. Oliver	Term Expires 2016
Sandi Porter	Term Expires 2015
Nancy B. Yeaw	Term Expires 2016

### Human Services

Paul Brown	Term Expires 2014
Joanne Donoghue	Term Expires 2016
Joan Howe	Term Expires 2014
Kathleen (CeCe) Motz, Chairman	Term Expires 2015
Janice O'Connell	Term Expires 2014
Marilyn Sneden	Term Expires 2016
Ann Wade	Term Expires 2016

### Independence Day Parade Committee

Richard Clifford	Term Expires 2015
Nicole Gullotti	Term Expires 2016
Stephanie Hamilton	Term Expires 2015
Danielle Jeanloz	Term Expires 2016
John King	Term Expires 2014
Brad Schiff	Term Expires 2014
John H. Scott	Term Expires 2014

### Insurance Advisory Committee

Richard E. Hunter	Until Work Completed
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### Land Bank Open Space Committee

George W. Cooper, Chairman	Term Expires 2016
Victor Di Cristina	Term Expires 2016
John (Jack) Farrell	Term Expires 2015
Laurel Sorenson	Term Expires 2015
Ali Van der Burg	Term Expires 2014
Peter Donovan, Alternate	Term Expires 2014

### Local State Building Code Board of Appeals

Larry Sampson	Term Expires 2016
David R. Crockett	Term Expires 2014
Peter Polhemus	Term Expires 2015

### North Beach Advisory Committee

Donna G. Lumpkin	Until Work Completed
Thomas A. Olson, Chairman	Until Work Completed
Warren Nash	Until Work Completed
Ted Keon, Advisor	Until Work Completed

### Park & Recreation Commission

Ira Seldin	Term Expires 2015
Robert Becker	Term Expires 2016
Meredith Fry	Term Expires 2016
Mike Seidewand, Chairman	Term Expires 2015
Michael D. Ryder	Term Expires 2014

## Committees/Boards/Commissions

### Planning Board

Peter Cocolis, Chairman	Term Expires 2014
Robert W. Dubis	Term Expires 2014
Richard Gulick	Term Expires 2016
Kathryn Halpern	Term Expires 2015
John Hausner	Term Expires 2015
Cory J. Metters	Term Expires 2015
James Norcross	Term Expires 2016

### Pleasant Bay Resource Management Alliance Steering Committee

Jane Harris	Until Work Completed
Charles J. Bartlett, Alternate	Until Work Completed

### Public Ceremonies

Carol Abel	Term Expires 2014
Douglas Ann Bohman	Term Expires 2015
Robert B. Franz	Term Expires 2015

### Railroad Museum Working Group

James Aaron	Until Work Completed
Donald Aikman	Until Work Completed
Eugene Guild	Until Work Completed
John E. Gulow	Until Work Completed
Stephen Hart	Until Work Completed
Roland (Ron) Kelley	Until Work Completed
William Koerner	Until Work Completed
Ryder Martin	Until Work Completed
Ralph Pape	Until Work Completed
William Tuxbury	Until Work Completed
William vonBrauchitsch	Until Work Completed
Malcolm L. Ward	Until Work Completed

### Shellfish Advisory Committee

Jamie Bassett	Term Expires 2014
James E. Blanchfield	Term Expires 2016
John Garey	Term Expires 2015
Barry Greco	Term Expires 2016
David C. Likos, Chairman	Term Expires 2016
Domenic Santoro	Term Expires 2014
Stephen A. Wright	Term Expires 2016

### Solid Waste Advisory Taskforce

Luther Bates	Until Work Completed
Paulette Fehlig, Chairman	Until Work Completed
Darren Saletta	Until Work Completed
Ira Seldin	Until Work Completed
Ted Whittaker	Until Work Completed

### South Coastal Harbor Management

Ernest Eldredge	Until Work Completed
Dean W. Ervin	Until Work Completed
Thomas G. King	Until Work Completed
David Likos	Until Work Completed
George Olmsted	Until Work Completed
Martha Stone	Until Work Completed
Michael Westgate, Chair	Until Work Completed

### Summer Residents Advisory Committee

Bob Champlin	Term Expires 2014
Katherine D. Flynn	Term Expires 2015
Harold C. Kraus	Term Expires 2016
Jill N. MacDonald	Term Expires 2015
Katherine A. Malfa	Term Expires 2016
Hugh G. Moulton	Term Expires 2016
Colette B. Traylor, Ph.D.	Term Expires 2014
Philip A. Richardson	Term Expires 2014
Joel Rottner, Chairman	Term Expires 2014
Peter J. Tarrant	Term Expires 2015
Michael Waters	Term Expires 2015
Jamie Meehan, Associate	Term Expires 2016
Gary Nudd, Associate	Term Expires 2016

### Traffic Safety Committee

Dick Hunter	Until Work Completed
Ronald C. Meservey, Chairman	Until Work Completed
Janet C. Newton	Until Work Completed
Richard J. Stacey	Until Work Completed
Ben Zodikoff	Until Work Completed
Tom Doane, Alternate	Until Work Completed

### Underground Wiring Review Committee

Deborah Aikman	Until Work Completed
Jack Cogswell, Chairman	Until Work Completed
Mary Conathan	Until Work Completed
Richard Gulick	Until Work Completed
Walter Meier	Until Work Completed
Richard Siewert	Until Work Completed
Juris Ukstins	Until Work Completed

### Water & Sewer Advisory Committee

Debbie Aikman	Term Expires 2014
Charles J. Bartlett	Term Expires 2015
John H. Cogswell, Chairman	Term Expires 2014
George Cooper	Term Expires 2016
Larry Sampson	Term Expires 2016

### Waterways Advisory Committee

Edward D. Conway	Term Expires 2016
David G. Davis	Term Expires 2014
Robert Hamblet	Term Expires 2014
John Heuther, Chairman	Term Expires 2016
Timothy Linnell	Term Expires 2015
Donald St. Pierre	Term Expires 2016
Peter W. Taylor	Term Expires 2015

### Zoning Board of Appeals

Joseph F. Craig	Term Expires 2016
Donald Freeman	Term Expires 2015
Robert B. Hessler	Term Expires 2014
David S. Nixon, Chairman	Term Expires 2016
David Veach	Term Expires 2015
Happy Van Sickle, Associate	Term Expires 2014
Rick Leavitt, Associate	Term Expires 2014
Paul Semple, Associate	Term Expires 2014

## In Memoriam 2013

Peter Acton	Ronald Dow	Wayne Love
Richard Batchelder	Willard Blake Foster	David Ryder
Robert A. Belmore	Anne E. Haggerty	Henry W. Welch Jr.
Myron Burdick	G. Larry Larned	Howard C. Woolaver

## Board of Selectmen

The past calendar year of 2013 was a year of stability for the Town of Chatham yet also a year which saw progress and positive change due to the fiscally responsible and balanced actions of the Board of Selectmen. As 2014 begins, Chatham's financial health is robust and secure. Chatham's property tax rate of \$5.08 per \$1,000, approved unanimously by budget votes at the 2013 Annual Town Meeting, remains among the lowest in the Commonwealth. Chatham's home values are among the highest in the state and, at year's end, the Town retains its AAA bond rating from Standard & Poors.

Significant changes came to the Board of Selectmen in May, when Jeffrey Dykens was elected to fill the seat vacated by long-serving Selectmen David Whitcomb. In response to the expressed desire of Chair Florence Seldin to step down after two highly productive terms, the newly constituted Board elected Timothy L. Roper as Chairman.

Among the many noteworthy infrastructure advances made by the Board in 2013 was the conclusion of 75% Design hearings held in June by MassDOT for the Mitchell River Bridge, which further received required permitting from the US Coast Guard in October 2013. After nearly five years of public hearings, review, debate and discussion, reconstruction of the bridge is now on schedule for 2016.

Also after years of delay, another noteworthy advance was the near-unanimous approval of a new Chatham Fire and Rescue Station at the Special Town Meeting in October. A subcommittee, led by Selectmen Len Sussman and Timothy Roper, worked weekly with the Capital Projects Committee and the Owners Project Manager for nearly five months to deliver a highly efficient design that is reduced in scale from the one previously rejected, plus suitable in architectural design for the site. The new structure will replace the Fire Station that served Chatham for 60 years. Completion is expected by 2015.

Responding to decade's worth of citizen requests for improved traffic management and pedestrian safety along Route 28 in West Chatham, the Board of Selectmen voted to deploy funding from a 2007 Annual Town Meeting appropriation to retain a design firms to conduct data collection, study and

redesign of the roadway there. As a state highway, such design efforts are required by MassDOT, which will oversee construction using state and federal funding. Following presentation of the draft design in November, the Board also endorsed the establishment of a 30-day written public comment period plus devoted a special Board meeting to listen to the views and comments of the citizenry. The Board then voted unanimously for the design firm to proceed forward toward 25% design status, which will be reviewed at a public hearing hosted by MassDOT in 2014.

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### *As 2014 begins, Chatham's financial health is robust and secure.*

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Prior to the May 2013 Town Meeting, the Board endorsed expansion of the Chatham wastewater project to include roads and homes located in the Oyster Pond/Stage Harbor area, where the need for reduction of nitrogen loading is most essential. And, following a 25% design hearing by MassDOT in September, the Board received the welcome news that funding for the proposed Route 28 Highway culvert expansion over Muddy Creek – previously anticipated as a joint project of the Towns of Harwich and Chatham – would be 100% funded by state and federal authorities, saving property taxpayers approximately \$3 million.

As required by the Town Charter, the Board of Selectmen appointed seven members and two alternate members to the Charter Review Commission, which was established to review and advise the Board and Town Meeting on worthy modifications to the Town's "constitution." Recommendations may be received in time for the 2014 Annual Town Meeting.

The Board also interviewed and appointed new members to regulatory boards, including Conservation Commission, the Planning Board, and the Zoning Board of Appeals.

New volunteer members were also appointed to serve on the Park and Recreation Commission, the Committee for the Disabled, the Economic Development Committee, the Public Ceremonies Committee, National Seashore Advisory Commission, Railroad Museum Working Group, Affordable Housing Committee, and others.

Selectmen also received, considered and voted upon the recommendations made by a specially appointed five-member Solid Waste Advisory Team, which delivered a highly thorough and researched report on transfer station functions and recycling. Although the SWAT team urged Selectmen to adopt a new "Pay As You Throw" (PAYT) policy for users of the town's Transfer Station, a majority of Selectmen voted to support a more incremental approach to improve efficiency and recycling.

The Board also reviewed and endorsed a new "e-permitting system" which will allow and encourage residents to purchase user permits on-line. The "e-permitting" system will also allow mooring permit holders to renew on-line via the Harbormaster's office.

Responding to widespread requests from residents and homeowners over concerns for public safety, the Board of Selectmen took action to address the contract and future use of commercial skydiving operations at the Chatham Municipal Airport.

Other initiatives approved by the Board include a streamlining of the process by which non-profit groups or businesses may receive permits for sign placement or usage of Town property; and, support for an initiative from Selectman Sean Summers to encourage other Cape or shorefront town governments to unite and address the regulatory power and views of state and federal agencies which monitor endangered species on Nauset Beach and elsewhere.

Although the Chatham Board of Selectmen is composed of elected members with wide and differing views, we operate with civility, transparency and a constant desire to listen to each other as well as the public. 2013 was a year of significant achievement and we are honored to serve all of the people of the Town of Chatham.

**Respectfully submitted,  
Timothy L. Roper, Chairman**



## Town Manager

I feel very privileged to have served as your Town Manager in 2013, my 3rd year – and the 301st year of our great community!

We have made great efforts to provide one-stop access to Town offices – in person or via Town's website [www.chatham-ma.gov](http://www.chatham-ma.gov) which is now more accessible using a smart phone or tablet device, especially to watch Channel 18 on demand! Please visit the Town Manager's page to review Monthly Reports to the Board of Selectmen (BOS) which provide additional and up-to-date information and insight on Town operations by Department and Division. This compilation of information was the precursor to a State grant we received for Performance Management – data collected for "inputs" used for better policy and financial decision making and planning "outcomes."

The Town was very active in soliciting and receiving regional grants for technology based customer service programs and credit card acceptance to build upon performance management. Chatham, in conjunction with Yarmouth and Nantucket, launched a pilot program for e-permitting funded by a State grant in partnership with the Cape Cod Commission. The e-permitting pilot program has been in use by staff and is expected to go live for the public in 2014 for building permits and other Town permits. We also launched a new on-line mooring permit project renewal process funded by a grant with the towns of Provincetown and Dennis. All on-line payment options (debit/credit) are processed through a third party secure site.

Many strategic planning efforts continued with the BOS. Such included review and status reports for the Local Comprehensive Plan (LCP), initiation of the Route 28 Corridor Land Use Visioning Project (Crowell Rd to Harwich), and the West Chatham Roadway Design Project (Barn Hill Rd to George Ryder Rd). The Fire Station Headquarters

project embarked in a new direction with a strong concept through the hiring of both an Owner's Project Manager (OPM) and a new Designer. The Fire Station Headquarters design was approved by voters in the Fall of 2013. Much focus in 2013 also was directed to maintaining existing Town facilities.

We also are working to expand renewable energy efforts. The wastewater pollution control facility is "off-the-grid" with the installation of the solar photovoltaic (PV) panels, as well as the 2013 ground breaking for solar PV at the Town's capped landfill with planned roof mounted solar PV panels coming on line in 2014.

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***We are here to serve  
you 24/7 and welcome  
your input on how we  
can serve you better.***

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The FY2014 (July 1, 2013-June 30, 2014) budget and financial planning efforts are highlighted on the Town's website in Budget Central. The Town Manager Budget Message includes a look at the previous year as well as future years in consideration of economic conditions and a conscious effort to contain the Town's tax rate to limited growth. Please review the Budget Messages [www.chatham-ma.gov/Public\\_Documents/ChathamMA\\_Budget/index](http://www.chatham-ma.gov/Public_Documents/ChathamMA_Budget/index). Budget summaries from FY2001 to current are also available. Our updated financial policies and efforts at the 2013 Annual Town Meeting resulted in the reaffirmation of our excellent AAA bond rating by Standard and Poor's in November 2013. We built upon our strong financial platform by holding the second annual

Budget Summit over the summer with the BOS, Finance Committee, and the Monomoy Regional School District School Committee. These meetings provided the opportunity for the groups to agree on financial terms, policies, and processes in planning for the FY2015 budget. Such collaboration was evident in the Summer Residents Advisory Committee "Score Card" with the financial leadership receiving high marks. Further, working in partnership with three of the four employee unions, settlements on contracts were reached providing for enhanced performance, services, and greater controls of future cost liabilities such as health insurance contributions and elimination or reduction of buybacks/pay-outs.

The Senior Tax Work-off Program kicked-off in January 2013 providing senior taxpayers an opportunity to receive a tax abatement of up to \$500.00 annually by sharing intellectual and lifetime experiences working with Town staff. The program is funded at \$10,000.00 in total.

The annual setting of the BOS and Town Manager Goals provided continuity and collaboration attributing to the Town's accomplishments. Each year the process begins with a review of established "value statements," reflection on the prior year activities, and status to formulate short-term and longer-term objectives.

As we look back on the year, it is important to acknowledge the many dedicated and hardworking Town employees who strive to retain the Town's unique culture, legacy, and excellent customer service while working to enhance the use of technology to provide essential Town services. We are here to serve you 24/7 and welcome your input on how we can serve you better.

**Respectfully submitted,  
Jill R. Goldsmith, Town Manager**



# Town of Chatham – Combined Balance Sheet: All Fund Types Account Groups – June 30, 2013

ASSETS	Governmental Fund Types				Fiduciary	Account	Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Enterprise Funds	Trust and Agency Funds	Long-Term Obligation Accounts	
Cash and cash equivalents	\$ 7,840,283	\$ 6,898,544	\$ 1,049,246	\$ 156,487	\$ 3,368,947		19,313,507
Investments					9,991		9,991
Property taxes receivable	178,294	41,710					220,004
Other receivables: Notes							0
Motor vehicle and boat excise	287,335						287,335
Water, sewer rates and special assessments		209,964					209,964
Tax liens	653,586						653,586
Intergovernmental	40,067						40,067
Tax foreclosures	36,543						36,543
Deferred property taxes	46,797						46,797
Apportioned leases	347,210	760,376					1,107,586
Departmental and other receivables	331,175				23,733		354,908
							0
Due from other governments in future years:							
School building assistance							0
Principal and interest subsidies							0
To be provided in future years for:							
Retirement of lease payable						84,449,103	84,449,103
Retirement of bonds						19,175,000	19,175,000
<b>Total Assets</b>	<b>\$ 9,761,289</b>	<b>\$ 7,910,593</b>	<b>\$ 1,049,246</b>	<b>\$ 156,487</b>	<b>\$ 3,402,670</b>	<b>\$ 103,624,103</b>	<b>\$ 125,904,388</b>
<b>LIABILITIES AND FUND EQUITIES</b>							
Liabilities:							
Warrants payable	\$ 615,881	\$ 87,459	\$ 143,109				\$ 846,449
Amounts withheld from employees	81,973						81,973
Abandoned and Unclaimed Property	96,239						96,239
Other agency payables					860,700		860,700
Provision for tax refunds							0
Due to general fund							0
Lease payable							0
Bonds and notes payable			970,000			84,449,103	85,419,103
Loans authorized and unissued						19,175,000	19,175,000
Deferred revenue	1,884,464	1,012,085	0	0	0	0	2,896,548
<b>Total liabilities</b>	<b>2,678,556</b>	<b>1,099,543</b>	<b>1,113,109</b>	<b>0</b>	<b>860,700</b>	<b>103,624,103</b>	<b>109,376,012</b>
Fund balances:							
Non-expendable trust funds					556,187		556,187
Reserve for Debt Exclusion Premium	1,178,176						1,178,176
Reserved for encumbrances and continued appropriations	1,884,520	3,974,546					5,859,066
Reserved for expenditure	807,438	90,500	-63,863				834,075
Reserve for Overlay Deficit	-88						-88
Reserve for Snow & Ice Deficit	-77,245						-77,245
Unreserved	3,289,933	2,746,004	0	156,487	1,985,784		8,178,207
<b>Total fund balance</b>	<b>7,082,733</b>	<b>6,811,050</b>	<b>-63,863</b>	<b>156,487</b>	<b>2,541,970</b>	<b>0</b>	<b>16,528,377</b>
<b>Total liabilities and fund balance</b>	<b>\$ 9,761,289</b>	<b>\$ 7,910,593</b>	<b>\$ 1,049,246</b>	<b>\$ 156,487</b>	<b>\$ 3,402,670</b>	<b>\$ 103,624,103</b>	<b>\$ 125,904,389</b>
	\$ (0)	\$ -	\$ -	\$ -	0	(0)	(0)

# Town of Chatham – Balance Sheet June 30, 2013 – General Fund

ASSETS		
Cash		7,840,283.20
2004 & Prior Personal Property	103,434.44	
2005 Personal Property	2,044.51	
2006 Personal Property	3,356.95	
2007 Personal Property	1,127.04	
2008 Personal Property	(2,007.27)	
2009 Personal Property	1,162.35	
2010 Personal Property	1,640.55	
2011 Personal Property	1,540.58	
2012 Personal Property	1,767.70	
2013 Personal Property	<u>4,478.79</u>	
		118,545.64
2005 & Prior Real Estate Taxes Receivable	7,211.05	
2007 Real Estate Taxes Receivable	810.05	
2008 Real Estate Taxes Receivable	(459.03)	
2009 Real Estate Taxes Receivable	3,965.59	
2010 Real Estate Taxes Receivable	(2,960.00)	
2011 Real Estate Taxes Receivable	1,467.04	
2012 Real Estate Taxes Receivable	55,857.49	
2013 Real Estate Taxes Receivable	<u>667,597.99</u>	
		733,490.18
Deferred Real Estate Taxes Receivable		46,796.61
Tax Liens	579,972.61	
Septic Betterment Liens	2,743.51	
Sewer Rate Liens	911.84	
Water Betterment Liens Receivable	30,823.50	
Land Bank Tax Liens Receivable	14,211.69	
Water Bill Liens Receivable	14,730.74	
CPA Liens Receivable	<u>10,191.68</u>	
		653,585.57
2004 & Prior Motor Vehicle Taxes Receivable	73,064.17	
2005 Motor Vehicle Taxes Receivable	4,531.31	
2006 Motor Vehicle Taxes Receivable	5,120.37	
2007 Motor Vehicle Taxes Receivable	4,528.92	
2008 Motor Vehicle Taxes Receivable	6,273.40	
2009 Motor Vehicle Taxes Receivable	6,014.42	
2010 Motor Vehicle Taxes Receivable	3,533.38	
2011 Motor Vehicle Taxes Receivable	6,541.27	
2012 Motor Vehicle Taxes Receivable	10,830.90	
2013 Motor Vehicle Taxes Receivable	<u>82,133.49</u>	
		202,571.63
2004 & Prior Boat Excise Taxes Receivable	55,776.19	
2005 Boat Excise Taxes Receivable	1,338.82	
2006 Boat Excise Taxes Receivable	2,089.34	
2007 Boat Excise Taxes Receivable	3,600.29	
2008 Boat Excise Taxes Receivable	3,327.22	
2009 Boat Excise Taxes Receivable	3,424.25	
2010 Boat Excise Taxes Receivable	3,195.50	
2011 Boat Excise Taxes Receivable	2,695.49	
2012 Boat Excise Taxes Receivable	3,174.74	
2013 Boat Excise Taxes Receivable	<u>6,141.26</u>	
		84,763.10
2004 & Prior Provisions for Abatements	(99,231.77)	
2005 Provisions for Abatements	(2,497.74)	
2006 Provisions for Abatements	(4,360.58)	
2007 Provisions for Abatements	(1,303.68)	
2008 Provisions for Abatements	(1,366.69)	
2009 Provisions for Abatements	(776.08)	
2010 Provisions for Abatements	-	
2011 Provisions for Abatements	(97,098.51)	
2012 Provisions for Abatements	(97,914.60)	
2013 Provisions for Abatements	<u>(369,192.38)</u>	
		(673,742.03)
Due from State		40,067.20
Septage Accounts Receivable	5,876.44	
Sewer Rate Liens	2,107.95	
Sewer Rate Lien Interest	(355.46)	
2010 Sewer Miscellaneous Receivable	61.31	
2010 Sewer Rates Receivable	(440.00)	
2011 Sewer Rates Receivable	983.66	
2011 Sewer Miscellaneous Receivable	300.00	
2012 Sewer Rates Receivable	7,040.86	
2013 Sewer Miscellaneous Receivable	1,268.75	
2013 Sewer Rates Receivable	<u>41,398.08</u>	
		58,241.59
Airport Accounts Receivable	5,032.00	
Ambulance Receivable	186,326.38	
Beach Concessions	(11,843.10)	
Coast Guard Lease	(8,030.01)	
Landfill Accounts Receivable	45,244.77	
Parking Clerk	<u>10,109.14</u>	
		226,839.18
Tax Possessions		36,542.59
Street Betterments	30,852.99	
Street Committed Interest	<u>1,055.62</u>	
		31,908.61

# Town of Chatham – Balance Sheet June 30, 2013 – General Fund

Apportioned Street Assessments 2014	31,305.44	
Apportioned Street Assessments 2015	23,275.64	
Apportioned Street Assessments 2016	22,692.30	
Apportioned Street Assessments 2017	22,351.76	
Apportioned Street Assessments 2018	22,351.76	
Apportioned Street Assessments 2019	22,351.76	
Apportioned Street Assessments 2020	21,180.13	
Apportioned Street Assessments 2021	20,791.13	
Apportioned Street Assessments 2022	16,495.84	
Apportioned Street Assessments 2023	16,495.84	
Apportioned Street Assessments 2024	16,495.84	
Apportioned Street Assessments 2025	15,714.89	
Apportioned Street Assessments 2026	14,273.11	
Apportioned Street Assessments 2027	14,273.11	
Apportioned Street Assessments 2028	14,273.11	
Apportioned Street Assessments 2029	<u>15,944.75</u>	
		310,266.41
Water Betterments	13,197.06	
Water Committed Interest	<u>66.49</u>	
		13,263.55
Apportioned Water Betterments 2012	(222.00)	
Apportioned Water Betterments 2013	11,863.96	
Apportioned Water Betterments 2014	2,530.14	
		14,172.10
Septic Betterments	2,631.10	
Septic Committed Interest	<u>164.07</u>	
		2,795.17
Apportioned Septic Assessment 2014	2,333.60	
Apportioned Septic Assessment 2015	2,333.60	
Apportioned Septic Assessment 2016	2,333.60	
Apportioned Septic Assessment 2017	2,333.60	
Apportioned Septic Assessment 2018	2,333.60	
Apportioned Septic Assessment 2019	2,333.60	
Apportioned Septic Assessment 2020	2,333.60	
Apportioned Septic Assessment 2021	2,333.60	
Apportioned Septic Assessment 2022	1,379.10	
Apportioned Septic Assessment 2023	851.24	
		<u>20,899.14</u>
Total Assets		<u>9,761,289.44</u>
LIABILITIES & FUND EQUITIES		
Liabilities:		
Warrants Payable	615,880.70	-
Group Insurance Payable	81,972.53	
Abandoned & Unclaimed Property	<u>96,239.43</u>	
		794,092.66
Deferred Revenue:		
Deferred Revenue Real & Personal Property Tax	178,293.79	
Deferred Revenue Tax Liens	579,972.61	
Deferred Revenue Land Bank Tax Liens	14,211.69	
Deferred Revenue Water Betterment Liens	30,823.50	
Deferred Revenue Motor Vehicle Excise	202,571.63	
Deferred Revenue Boats, Ships & Vessels Excise	84,763.10	
Deferred Revenue Sewer Betterment Liens	2,039.34	
Deferred Revenue Sewer Usage	58,241.59	
Deferred Revenue Sewer Rate Liens	1,154.44	
Deferred Revenue Departmental	226,839.18	
Deferred Revenue Federal & State Grant	40,067.20	
Deferred Revenue Street Betterments	30,035.99	
Deferred Revenue Water Betterments	13,263.55	
Deferred Revenue Deferred Real Estate Taxes	46,796.61	
Deferred Revenue Apportioned Street Betterments	312,139.03	
Deferred Revenue Apportioned Water Betterments	14,172.10	
Deferred Revenue Apportioned Septic Betterments	23,232.74	
Deferred Revenue Septic Assessments	923.14	
Deferred Revenue Water Bill Liens	14,730.74	
Deferred Revenue CPA Liens	<u>10,191.68</u>	
		<u>1,884,463.65</u>
Total Liabilities		2,678,556.31
General Fund Equities:		
Reserve for Encumbrances	1,884,519.69	
Reserve for Expenditures	807,438.00	
Reserve for Snow & Ice Deficit	(77,245.24)	
Reserve for Overlay	(87.86)	
Reserve for Debt Exclusion Premium	1,178,176.00	
Unreserved Fund Equity	3,289,932.54	
Fund Equity Actual		
Total Fund Equity		<u>7,082,733.13</u>
Total Liabilities & Fund Equities		<u>9,761,289.44</u>
		9,761,289.44



# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Final Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
<b>Moderator:</b>										
Salaries	600.00				600.00	600.00		-	-	-
Expenses	50.00				50.00	20.00		30.00	30.00	-
<b>Selectmen:</b>										
Salaries	10,500.00				10,500.00	10,500.00		-	166.69	-
Expenses	1,000.00				1,000.00	833.31		166.69	-	-
Art 9/96 - Lighthouse Overlook	3,551.64				3,551.64	-		3,551.64	-	3,551.64
Art 4, STM 11/00 - I-Net Construction	9,283.00				9,283.00	-		9,283.00	-	9,283.00
<b>Town Manager:</b>										
Salaries	196,975.00			5,282.74	202,257.74	202,257.74		-	-	-
Expenses	158,250.00			(5,061.65)	153,188.35	153,188.35		-	-	-
Prior Year Encumbrances	349.55				349.55	349.55		-	-	-
Art 14, ATM 5/02 - Bike Path	21,998.70				21,998.70	-		21,998.70	-	21,998.70
Art ATM 5/06 Wastewater Facility	4,197.00				4,197.00	-		4,197.00	-	4,197.00
Art 11 Stabilization Transfer-Trailers	35,884.00				35,884.00	-		35,884.00	-	35,884.00
Art 14 5/10 Stabilization Tr-Dredging/Shellfish	48,218.76				48,218.76	1,812.26		46,406.50	-	46,406.50
Art 16 5/10 Regional School Plan	-				-	-		-	-	-
Art STM 2011 Fire Station Study	10,624.00				10,624.00	-		10,624.00	-	10,624.00
Art 2 STM 8/27 OPM Fire Design	150,000.00				150,000.00	122,190.33		27,809.67	-	27,809.67
STM Prior Year Bills	966.98				966.98	966.98		-	-	-
Art 6 ATM 5/04 Forest Assessment & Management	3,900.00				3,900.00	-		3,900.00	-	3,900.00
Art 6 ATM 5/04 ADA Compliance	15,028.00				15,028.00	-		15,028.00	-	15,028.00
Art 6, ATM 5/05 - Land Bank Appraisal Costs	1,466.31				1,466.31	1,000.00		466.31	-	466.31
Art 9 ATM 5/07 Main St Municipal Parking Lot	119,566.89				119,566.89	113,460.75		6,106.14	-	6,106.14
Art 11 5/98 Cable Studio	3,392.44				3,392.44	3,392.44		-	-	-
<b>Parking Clerk:</b>										
Salaries	-				-	-		-	-	-
Expenses	3,500.00				3,500.00	3,500.00		-	-	-
Prior Year Encumbrances	3,000.00				3,000.00	393.68		2,606.32	2,606.32	-
<b>Personnel Services:</b>										
Salaries & Wages	-				-	-		-	-	-
Expenses	169,070.00			(3,119.68)	165,950.32	149,287.72		16,662.60	16,662.60	-
Prior Year Encumbrances	8,900.00			3,119.68	12,019.68	12,019.68		-	-	-
Annual Channel 18 capital	442.50				442.50	442.50		-	-	-
Salary Adjustment Account	-				-	-		-	-	-
<b>Finance Committee:</b>										
Salaries	165,645.06		(98,983.57)		66,661.49	-		66,661.49	-	66,661.49
Expenses	-				-	-		-	-	-
Salaries	2,000.00				2,000.00	1,571.37		428.63	428.63	-
Expenses	600.00				600.00	247.00		353.00	353.00	-
<b>Finance Department:</b>										
Salaries	604,066.00			12,499.78	616,565.78	616,565.78		-	-	-
Expenses	78,400.00			(3,673.59)	74,726.41	69,922.46		4,803.95	2,822.95	1,981.00
Prior Year Encumbrances	8,981.00				8,981.00	8,981.00		-	-	-
Art 6, ATM 5/03 - Capital Budget-Ergonomic Workstations	22,643.31				22,643.31	-		22,643.31	-	22,643.31

# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
Art 7, STM 8/27 - Comprehensive Field Review	110,000.00				110,000.00	108,493.75		1,506.25		1,506.25
Art 6 ATM 5/04 Business Machines	14,697.67				14,697.67	-		14,697.67		14,697.67
Art 6 ATM 5/04 Microfilm/CD Rom	350.00				350.00	-		350.00		350.00
<b>Information Systems:</b>										
Salaries	170,935.00			(29,838.71)	141,096.29	141,096.29		-		-
Expenses	110,200.00			11,607.48	121,807.48	121,807.48		-		-
Prior year encumbrances	-				-			-		-
Art 7, ATM 5/01 - Capital Budget - Land Mgmt Software	22,308.33				22,308.33	22,171.88		136.45		136.45
Art 7, Annual - MIS Training; CH18; Website	284.87				284.87	2,795.15	(2,510.28)	-		-
Art 6 ATM 5/05 VOIP Phone system	5,210.38				5,210.38	2,063.23		3,147.15		3,147.15
Art 6, Annual Hardware Replacement & upgrade	29,051.70				29,051.70	15,659.71	2,510.28	10,881.71		10,881.71
<b>Audit:</b>										
Expenses	30,000.00				30,000.00	26,500.00		3,500.00		-
<b>Law Department:</b>										
Expenses	95,000.00				95,000.00	92,542.79		2,457.21	2,457.21	0.00
Prior Year Encumbrances	-				-			-		-
<b>Town Clerk:</b>										
Salaries	122,269.00			2,244.76	124,513.76	124,513.76		-		-
Expenses	13,565.00				13,565.00	13,422.93		142.07	142.07	(0.00)
Prior year Encumbrance	-				-			-		-
Art 9 ATM 05/08 New Voting Machines	8,500.00				8,500.00	-		8,500.00		8,500.00
<b>Elections &amp; Registrations:</b>										
Salaries	1,275.00				1,275.00	625.00		650.00		-
Expenses	33,325.00			(2,508.82)	30,816.18	28,985.32		1,830.86		1,800.00
Prior Year Encumbrances	-				-			-		-
<b>Permit Office</b>										
Salaries	-				-			-		-
Expenses	17,901.00			8,560.71	26,461.71	26,461.71		-		-
Prior year Encumbrances	3,900.00			887.30	4,787.30	4,787.30		-		-
<b>Non-Voting Taxpayer Advisory Committee:</b>										
Expenses	-				-			-		-
<b>Engineering:</b>										
Annual C&E	2,300.00				2,300.00	1,841.97		458.03	458.03	-
Prior year Encumbrances	100,391.31				100,391.31	13,500.00		86,891.31		86,891.31
<b>Projects Administration</b>										
Salaries	88,385.00		3,076.75	755.93	92,217.68	92,217.68		-		-
Expenses	3,350.00			(755.93)	2,681.48	2,681.48		-		-
Prior year Encumbrances	-				-			-		-
<b>Total General Government</b>	<b>\$ 2,846,249.40</b>		<b>\$ (95,906.82)</b>	<b>\$ (0.00)</b>	<b>\$ 2,750,429.99</b>	<b>\$ 2,315,670.33</b>	<b>\$ -</b>	<b>\$ 434,759.66</b>		
<b>Insurance:</b>										
Watercraft Insurance	19,460.00			(1,875.00)	17,585.00	17,585.00		-		-

# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM	Reserve Fund	Salary Adjustments	Budget Adjustments	Final Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
Fleet - Motor Vehicle Insurance	45,000.00			(23.00)	44,977.00	44,977.00		-	-	-
Mooring Insurance	1,772.00			(1,772.00)	-	-		-	-	-
Flood Insurance	9,115.00			(921.00)	8,194.00	8,194.00		-	-	-
Public Officials Liability Insurance	10,500.00			4,719.00	15,219.00	15,219.00		-	-	-
General Liability & Building Insurance	250,288.00			(449.58)	249,838.42	249,838.42		-	-	-
Uninsured Damages	15,000.00			321.58	15,321.58	6,539.67	8,781.91	-	-	-
Prior Year Encumbrances	-			-	-	-		-	-	-
Reserve Fund:	-			-	-	-		-	-	-
Expenses	100,000.00	(100,000.00)		-	-	-		-	-	-
<b>Total Undistributed Insurance and Reserve</b>	<b>451,135.00</b>	<b>(100,000.00)</b>		-	<b>351,135.00</b>	<b>342,353.09</b>	<b>8,781.91</b>	-	-	-
<b>Police Department:</b>										
Salaries	1,952,667.00	50,000.00	38,838.69	39,165.24	2,080,670.93	2,080,670.93		-	-	-
Expenses	144,432.00			4,385.61	148,817.61	148,817.61		-	-	-
Prior Year Encumbrances	245.36				245.36	245.36		-	-	-
Art10 5/09 Accident Reconstruction Equip	1,980.82				1,980.82	1,980.82		-	-	-
Annual Cruiser Replacement	68,000.00				68,000.00	59,474.35		8,525.65	-	8,525.65
Art 9 5/12 Animal Control Van	28,000.00				28,000.00	24,375.00		3,625.00	-	3,625.00
Art 9, 5/12 - Chief Vehicle	32,000.00				32,000.00	31,905.34		94.66	-	94.66
Art 9 5/12 Motorcycle Lease	4,000.00				4,000.00	3,900.00		100.00	-	100.00
<b>Animal Control:</b>										
Salaries	54,868.00		1,019.36	866.87	56,754.23	56,754.23		-	-	-
Expenses	1,900.00			1,008.56	2,908.56	2,908.56		-	-	-
<b>Emergency Management:</b>										
Salaries	2,500.00			(2,500.00)	-	-		-	-	-
Expenses	6,600.00			(832.07)	5,767.93	5,767.93		-	-	-
Art 9 5/12 Generator	12,000.00			-	12,000.00	5,813.41		6,186.59	-	6,186.59
Annual - Emergency Management brochures	2,969.32				2,969.32	-		2,969.32	-	2,969.32
<b>Fire Department:</b>										
Salaries	2,500,338.00			64,305.77	2,564,643.77	2,564,643.77		-	-	-
Expenses	263,753.00			(77,248.51)	186,504.49	181,193.04		5,311.45	-	5,311.45
Prior Year Encumbrances	3,190.66				3,190.66	110.50		3,080.16	3,080.16	-
Annual- Hose Replacement	5,658.54				5,658.54	600.00		5,058.54	-	5,058.54
Ambulance / Rescue	711.35				711.35	-		711.35	-	711.35
Thermal imaging camera	500.00				500.00	-		500.00	-	500.00
Art 9 5/12 Chief Vehicle	38,500.00				38,500.00	38,500.00		-	-	-
Art 10 5/10 Radio Equipment	707.62				707.62	707.62		-	-	-
Art 10 5/10 Upgrade Breathing apparatus	20,000.00				20,000.00	-		20,000.00	-	20,000.00
Art 10 5/10 CO-Oximeter	131.00				131.00	-		131.00	-	131.00
Annual - Protective Clothing/Forestry Clothing	22,828.91				22,828.91	8,302.50		14,526.41	-	14,526.41
Quint Apparatus	200,000.00				200,000.00	-		200,000.00	-	200,000.00
<b>Cape &amp; Islands EMS:</b>										
Expenses	5,385.00				5,385.00	5,384.46		0.54	0.54	(0.00)
<b>Oil Pollution Control:</b>										
Expenses	1,030.00			(482.81)	547.19	547.19		-	-	-

# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary		Budget Adjustments	Final Appropriation		Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
			Adjustments			Balance						
<b>Lighthouse Beach</b>	-					-						
Salaries	67,400.00				(17,291.00)	50,109.00		50,109.00		-		-
Expenses	14,000.00				(4,954.00)	9,046.00		9,046.00		-		-
Art 6 5/10 Buoys	-					-				-		-
Prior Year Encumbrances	-					-						
<b>Harbormaster:</b>	-					-						
Salaries	347,640.00		3,239.55		(22,775.90)	328,103.65		328,103.65		(0.00)		(0.00)
Expenses	93,730.00				16,352.24	110,082.24		110,082.24		0.00		-
Prior Year Encumbrances	-					-						-
Art 6, 5/02 - Capital Budget - Mooring & Buoy Tackle	-					-						-
Art 7, 5/03 - Mooring Management	4,608.81					4,608.81		1,109.56		3,499.25		3,499.25
Annual Town Landing	4,267.97					4,267.97		4,213.47		54.50		54.50
Annual- Aids to Navigation	5,000.00					5,000.00		5,000.00		-		-
Art 10 5/10 Fuel Dispenser replacement	21,000.00					21,000.00		-		21,000.00		21,000.00
Art 10 5/10 Fish Pier Repairs	11,000.00					11,000.00		5,608.09		5,391.91		5,391.91
Art 7, 5/03 - Boat Maintenance & Equipment	8,286.03					8,286.03		8,286.03		-		-
Art 10 5/09 Fish Pier Parking Lot	12,000.00					12,000.00		-		12,000.00		12,000.00
Art 9 5/08 Fish Pier North Log Dinghy Float	17,458.64					17,458.64		17,458.64		-		-
ATM Article - Annual Mitchell River Bridge	34,317.85					34,317.85		350.00		33,967.85		33,967.85
Art 9 5/12 Fish Pier Repairs	80,000.00					80,000.00		-		80,000.00		80,000.00
Art 9 5/08 Fish Pier North Log Finger Pier Fender Boards	-					-		-		-		-
Art 10 5/09 Harbormaster Engine Replacement	4,879.32					4,879.32		1,431.63		3,447.69		3,447.69
<b>Public Safety Total</b>	<b>6,100,485.20</b>	<b>50,000.00</b>	<b>43,097.60</b>	<b>0.00</b>		<b>6,193,582.80</b>		<b>5,763,400.93</b>	<b>-</b>	<b>430,181.87</b>		
<b>Community Development:</b>												
Salaries	595,698.00					595,698.00		576,691.22		19,006.78		19,006.78
Expenses	54,625.00					54,625.00		39,555.37	46.40	15,023.23		12,647.40
Prior Year Encumbrances	1,499.00					1,499.00		67.00		1,432.00		1,432.00
Art 10 5/10 GPS Data Collection Device	1,855.33					1,855.33		-		1,855.33		1,855.33
Art 8, 5/98 - Trail/Bike Improvements	-					-		-		-		-
Art 8, 5/00 - Ryder's Cove Parking Facility	3,510.07					3,510.07		-		3,510.07		3,510.07
Art 8, 5/98 Develop Design Guidelines	7,000.00					7,000.00		-		7,000.00		7,000.00
Art 7, 5/01 - Capital Budget - Comp Zoning Bylaw Rewrite	15,454.58					15,454.58		-		15,454.58		15,454.58
Art 6, 5/02 - Capital Budget - Comprehensive Plan	-					-		-		-		-
Art 6, 5/02 - Capital Budget - Historical Properties Survey	3,667.42					3,667.42		3,667.42		3,667.42		3,667.42
Art 12, 5/02 Comprehensive Wastewater Mgmt Plan	15,858.45					15,858.45		15,183.45		675.00		675.00
Art 7, 5/03 - Inspections Vehicle	-					-		46.40	(46.40)	-		-
Art 7, 5/03 - Annex Sound System	3,225.00					3,225.00		-		3,225.00		3,225.00
Art 9 5/12 GIS Flyover	12,500.00					12,500.00		-		12,500.00		12,500.00
<b>Economic Development:</b>												
Expenses	45,500.00					45,500.00		45,500.00		-		-
Prior Year Encumbrances	-					-		-		-		-
<b>Total Community Development</b>	<b>760,392.85</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>760,392.85</b>		<b>677,043.44</b>	<b>-</b>	<b>83,349.41</b>		
<b>Health Department:</b>												
Salaries	146,812.00				(1,040.49)	145,771.51		144,991.30		780.21		780.21
												0.00





# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Final Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
Art 7, 5/03 - Fish Pier Dinghy Floats	500.00				500.00	-		500.00		500.00
Art 7, 5/03 - OMBY Bulkhead Repairs	974.79				974.79	974.79		-		-
Art 7, 5/03 - OMBY Bathrooms	-				-	-		-		-
Art 6 5/04 Town Landing Maintenance	42,236.67				42,236.67	28,351.23		13,885.44		13,885.44
Art 10 5/09 Nantucket Improv/Town Landings	5.00				5.00	-		5.00		5.00
Art 11 5/08 Mill Creek Dredging	4,180.76				4,180.76	-		4,180.76		4,180.76
<b>Stage Harbor Management/So Coastal:</b>										
Salaries	1,000.00			-	1,000.00	324.87		675.13		-
Expenses	500.00				500.00	-		500.00		-
Art 7, 5/01 - Capital Budget - South Coastal Addition Upda	-				-	-		-		-
<b>Total Health &amp; Environment w/Coastal Resources</b>	<b>1,366,409.41</b>	-	<b>13,490.74</b>	<b>(0.00)</b>	<b>1,379,900.15</b>	<b>991,260.43</b>	-	<b>388,639.72</b>		
<b>Education:</b>										
Monomoy Regional Assessment	8,119,685.00				-			-		-
Cape Cod Tech Assessment	314,638.00				8,119,685.00	314,638.00		-		-
Prior Year Encumbrances	11,346.49				314,638.00	11,346.49		-		-
Annual Capital	-				11,346.49	-		-		-
<b>Total Education</b>	<b>8,445,669.49</b>	-	-		<b>8,445,669.49</b>	<b>8,445,669.49</b>	-	-		-
<b>Highway Department:</b>										
Salaries	349,773.00				339,571.37	338,889.46		681.91		(0.00)
Expenses	62,200.00			(23,535.29)	67,470.84	67,470.84		-		-
Prior Year Encumbrances	94.87			5,270.84	94.87	94.87		-		-
ATM Article - Annual Paving	222,182.51				222,182.51	91,427.89		130,754.62		130,754.62
ATM Article - Annual Catch Basins	40,010.85				40,010.85	23,509.31		16,501.54		16,501.54
ATM Article - Annual Crack Repair	38,397.63				38,397.63	31,299.94		7,097.69		7,097.69
Annual Emergency Road Repair	16,865.86				16,865.86	16,830.77		35.09		35.09
Art 10 5/09 Front End Loader	4,049.00				4,049.00	-		4,049.00		4,049.00
Art97, 5/13 - Street Signs	5,000.00				5,000.00	3,945.90		1,054.10		1,054.10
Annual Sidewalk Construction	51,911.70				51,911.70	47,023.41		4,888.29		4,888.29
Art 6 ATM 5/04 New DPW Building Equip	-				-	-		-		-
Annual Bike Trail Maintenance	19,595.10				19,595.10	6,329.17		13,265.93		13,265.93
Art 8 ATM Portable Air Compressor	-				-	-		-		-
Art 8 ATM 05/07 Catch Basin Cleaning Truck	-				-	-		-		-
Art 9 ATM 05/08 Large Dump w/ plow	-				-	-		-		-
Art 9 ATM 5/08 Street Sweeper	-				-	-		-		-
<b>Snow &amp; Ice:</b>										
Salaries	16,000.00				16,000.00	39,847.27		(23,847.27)		-
Expenses	55,000.00				55,000.00	108,397.97		(53,397.97)		-
<b>Street Lighting:</b>										
Expenses	46,000.00			(7,785.55)	38,214.45	37,503.25		711.20		711.20
Prior Year Encumbrances	12,591.20				12,591.20	-		12,591.20		-
<b>Central Fuel Depot:</b>	-				-	-		-		-

# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Final			Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
					Appropriation Balance	Expenditures					
Expenses	186,000.00			1,824.96	187,824.96	187,824.96			-	-	-
Prior Year Encumbrances	-				-				-	-	-
<b>Solid Waste Management:</b>											
Salaries	330,735.00			3,435.70	334,170.70	334,170.70			-	-	-
Expenses	518,600.00			(68,782.00)	449,818.00	449,115.00			703.00	-	703.00
Prior Year Encumbrances	16,236.77				16,236.77	16,236.77			-	-	-
Art 10 5/09 Building Maintenance	301,588.74				301,588.74	88,550.32			213,038.42	-	213,038.42
Art 8 5/07 Ten wheel Roll off truck	-				-				-	-	-
Art 6 5/05 Trailer Spotting Truck	-				-				-	-	-
Art 8 05/06 Rolloff Container Units	108.42				108.42	108.42			-	-	-
Art 8 5/07 Replace Dump Truck	-				-				-	-	-
<b>Sewer Department:</b>											
Salaries	21,335.00			(1,933.93)	19,401.07	19,401.07			-	-	-
Expenses	816,000.00			890.35	816,890.35	816,890.35			-	-	-
Prior Year Encumbrances	1,387.05				1,387.05	1,387.05			-	-	-
Art 9/96 Wastewater Discharge	-				-				-	-	-
Art 10 5/10 Flatbed Truck	65,000.00				65,000.00	57,462.12			7,537.88	-	7,537.88
Art 4, STM 1/02 - Sewer Capital	12,447.45				12,447.45	165.26			12,282.19	-	12,282.19
Art 6, ATM 5/02 - Capital Budget - Rep Main Fac Influent S	3,822.00				3,822.00	-			3,822.00	-	3,822.00
<b>Airport Commission:</b>											
Art 12 5/08 Airport Runway Construction	75,427.51				75,427.51	-			75,427.51	-	75,427.51
Annual - Continuing Modernization	25,000.00				25,000.00	20,252.11			4,747.89	-	4,747.89
<b>Cemetery Commission:</b>											
Salaries	17,799.00			(3,844.52)	13,954.48	13,954.48			-	-	-
Expenses	61,200.00			(7,882.28)	53,317.72	53,317.72			-	-	-
Prior Year Encumbrances	82.50				82.50	82.50			-	-	-
Annual - Cemetery Road Resurface & Ext	4,049.34				4,049.34	-			4,049.34	-	4,049.34
Annual - Clean & Repair Head Stones	1,000.00				1,000.00	1,000.00			-	-	-
Art 8, 5/00 - Complete Expansion of Union Cemetery	40,468.70				40,468.70	13,818.75			26,649.95	-	26,649.95
Art 6 5/02 Capital Budget-Replace Old Water Lines	-				-				-	-	-
<b>Municipal Buildings &amp; Grounds:</b>											
Salaries	238,695.00		9,391.70	7,275.00	255,361.70	255,361.70			-	-	-
Expenses	324,200.00	50,000.00		113,945.96	488,145.96	511,292.99	(23,147.03)		(0.00)	-	(0.00)
Prior Year Encumbrances	-				-				-	-	-
ATM Annual - ADA Compliance	-				-				-	-	-
Annual Property Maintenance/Building Maintenance	100,000.00				100,000.00	76,852.97	23,147.03		-	-	-
Art 2, STM 5/02 - Doc Keene Scout Hall	-				-				-	-	-
Art 8, 5/00 - Replace Roof Highway Barn Annex	-				-				-	-	-
Art 8, 5/99 - Fire Station Roof Repair	-				-				-	-	-
<b>Park &amp; Recreation:</b>											
Salaries	861,451.00		16,593.12	-	878,044.12	877,264.72			779.40	-	779.40
Expenses	163,860.00			(18,879.24)	144,980.76	141,703.68			3,277.08	-	3,277.08
Prior Year Encumbrances	-				-				-	-	-
Art 10 5/10 Dump Truck	7,287.70				7,287.70	-			7,287.70	-	7,287.70

# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Final Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
Art 10 5/10 Large Mowing Machine	155.58				155.58	-		155.58		155.58
Art 6, ATM 5/02 - S Chatham Playground	-				-			-		-
Art 7, ATM 5/03 - Replace Beach Tractor	-				-			-		-
Art 6 ATM 5/04 Irrigation System Volunteer Park	2,700.00				2,700.00	-		2,700.00		2,700.00
Art 6 ATM 5/05 Golf Course Stairs	-				-			-		-
Art 8 ATM 5/07 Comm Center Outfitting	21,828.30				21,828.30	6,335.50		15,492.80		15,492.80
Art 8 ATM 5/07 Renovation of Park & Rec building	14,488.44				14,488.44	-		14,488.44		14,488.44
Art 6, STM 8/27 Skateboard Park	42,500.00				42,500.00	-		42,500.00		42,500.00
Art 9 5/08 P&R Dump truck with plow	12,745.34				12,745.34	-		12,745.34		12,745.34
Art 9 5/08 Comm Center Program Consultant	6,764.74				6,764.74	2,793.63		3,971.11		3,971.11
<b>Total Public Works</b>	<b>5,234,635.30</b>	<b>50,000.00</b>	<b>39,318.48</b>	<b>-</b>	<b>5,323,953.78</b>	<b>4,757,912.82</b>	<b>-</b>	<b>566,040.96</b>		
<b>Council on Aging:</b>										
Salaries	203,880.00			(3,222.24)	200,657.76	169,384.77		31,272.99	31,272.99	-
Expenses	15,150.00			3,222.24	18,372.24	18,372.24		(0.00)		(0.00)
Prior Year Encumbrances	-				-	-		-		-
Art 7, 5/01 - Annual Buildings & Grounds Maintenance	-				-	-		-		-
<b>Veterans District:</b>										
Expenses	76,265.00			(182.68)	76,082.32	69,145.82		6,936.50	6,936.50	-
Prior Year Encumbrances	-				-	-		-		-
<b>Contract Public Assistance:</b>										
Prior year encumbrances	-				-	-		-		-
Chatham/Orleans VNA	22,500.00				22,500.00	22,500.00		-		-
Monomoy Community Service	111,000.00				111,000.00	111,000.00		-		-
Nauset Workshop	6,000.00				6,000.00	6,000.00		-		-
CC Child Development	5,500.00				5,500.00	5,500.00		-		-
Independence House	4,200.00				4,200.00	4,200.00		-		-
Legal Services of Cape Cod	5,000.00				5,000.00	6,250.00		(1,250.00)	(1,250.00)	-
Sight Loss Service	900.00				900.00	900.00		-		-
Big Brother/Big Sister	6,000.00				6,000.00	6,000.00		-		-
Lower Cape Outreach	9,050.00				9,050.00	8,975.00		75.00	75.00	-
Eldredge Public Library	424,217.00				424,217.00	424,216.99		0.01	0.01	0.00
South Chatham Library	5,100.00				5,100.00	5,100.00		-		-
Interfaith Council for the Homeless	6,000.00				6,000.00	6,000.00		-		-
Aids Council (CARES)	2,000.00				2,000.00	2,000.00		-		-
Elder Services of Cape Cod	8,200.00				8,200.00	8,200.00		-		-
Consumer Assistance	250.00				250.00	312.50		(62.50)	(62.50)	-
Chatham Booster Club	-				-	-		-		-
Operation in from the cold	3,000.00				3,000.00	3,000.00		-	-	-
Polished LLC	3,500.00				3,500.00	-		3,500.00	3,500.00	-
Gosnold	8,000.00				8,000.00	8,000.00		-		-
Cultural Council	4,000.00				4,000.00	4,000.00		-		-
Childcare Network Voucher	7,500.00				7,500.00	7,500.00		-		-
ARC of Cape Cod	1,000.00				1,000.00	750.00		250.00	250.00	-
<b>Railroad Museum:</b>										



# Town of Chatham – 2013 General Fund Appropriations and Expenditure Ledger

Account	Total ATM and encumbered	Reserve Fund	Salary Adjustments	Budget Adjustments	Appropriation Balance	Expenditures	Interfund Transfers	Budget Variance	Closed to Revenue	Balance Encumbered
Expenses	3,000.00				3,000.00	2,999.64		0.36	0.36	0.00
Prior Year Encumbrances	-				-			-		-
<b>Public Ceremonies:</b>										
Expenses	15,000.00			182.68	15,182.68	15,182.68		-		-
<b>Other Public Events:</b>										
Chatham Band	7,500.00				7,500.00	7,500.00		-		-
<b>Total Community and Social Services</b>	<b>963,712.00</b>	-	-	-	<b>963,712.00</b>	<b>922,989.64</b>	-	<b>40,722.36</b>		-
<b>Debt Service:</b>										
Principal	4,904,719.57			105,050.52	5,009,770.09	5,009,770.09		-	-	-
Interest - Long-term	2,295,947.78			54,241.98	2,350,189.76	2,350,189.76		-		-
Interest - Short-term	250,000.00			(159,292.50)	90,707.50	58,649.42		32,058.08	32,058.08	-
<b>Total Debt Service</b>	<b>7,450,667.35</b>				<b>7,450,667.35</b>	<b>7,418,609.27</b>	-	<b>32,058.08</b>		-
<b>Employee Benefits:</b>										
Prior Year Encumbrances	-				-			-		-
Workers Compensation	91,409.00			(37,712.56)	53,696.44	53,696.44		-		-
Medicare/Social Security	125,000.00			12,165.00	137,165.00	137,165.00		-		-
Unemployment	40,000.00			11,036.84	51,036.84	46,226.84		4,810.00		<b>4,810.00</b>
Public Safety Employee Injury Insurance	20,000.00			(160.00)	19,840.00	19,840.00		-		-
Barnstable County Retirement	1,860,903.00			149.25	1,861,052.25	1,861,052.25		-		-
Group Health Insurance	1,962,688.00			14,521.47	1,977,209.47	2,101,277.48	(8,781.91)	(115,286.10)	(115,286.10)	-
Prior year encumbrances	-				-			-		-
<b>Total Employee Benefits</b>	<b>4,100,000.00</b>	-	-	-	<b>4,100,000.00</b>	<b>4,219,258.01</b>	<b>(8,781.91)</b>	<b>(110,476.10)</b>		-
	37,719,356.00	-	-	0.00	37,719,356.00	35,854,167.45	-	1,865,275.96	58,001.51	1,884,519.69

# Town of Chatham – Balance Sheet June 30, 2013 – Special Revenue Funds – Town

ASSETS	
Cash	\$2,548,353.17
Land Bank Receivables 2013	\$22,339.12
Land Bank Receivables 2012	\$1,593.60
Land Bank Receivables 2011	(\$0.21)
Land Bank Receivables 2010	(\$69.70)
Land Bank Receivables 2009	\$119.12
Land Bank Receivables 2008	\$41.51
Land Bank Receivables 2007	(\$10.65)
Land Bank Receivables 2006	(\$0.02)
Land Bank Receivables 2005	<u>\$100.59</u>
Total Assets	<u>\$2,572,466.53</u>
LIABILITIES & FUND EQUITIES	
Liabilities:	
Warrants Payable	\$9,292.99
Deferred Revenue-Land Bank	<u>\$24,113.36</u>
Total Liabilities	\$33,406.35
Fund Equities	
Federal Grants:	
Cops Fast	\$1,367.00
Cops More	\$47.46
Police Vests Grant	\$761.89
Micro Loan	\$92.60
Haz Mitigation EIR Grant	\$280.68
Business Bldrs Progr	\$47.11
Airport Commission	\$23,546.18
Anti-terrorism	<u>\$1,062.29</u>
	\$27,205.21
State & County Grants:	
Chapter 90 - Training Field	(\$120,390.55)
County CAT Grant	\$10,080.00
Community Policing	\$476.88
Underage Drinking	\$1,012.86
S.A.F.E. Fire	\$2,473.72
Firefighter Safety Equipment	\$2,749.80
Haz/Mat Fire	\$0.00
MCE_BCEHO EMS	\$1,440.00
Firefighter Training	\$1,750.00
CPR Class	\$113.12
Coastal Retrofit	\$2,982.45
Energy Efficiency Grant	\$59,403.00
Cape Cod Comm Pathways	\$4,495.09
TAP Grant Affordable Housing	\$258.50
FEMA/MEMA Storm	\$0.27
EMPG/Port Security Grant	\$2,382.60
Shellfish - County	\$5,000.00
Pump Out Grant	\$15,014.17
Fish Pier North Jog Float Grant	\$1,176.08
Seaport Grant	\$19,643.00
St Aid to Highways	\$74.89
DEP Paint Shed	\$2,540.91
MRIP recycling	\$1,313.68
Beach Monitoring	\$6,366.41
COA State Grant	\$6,574.01
So, Chatham Library	\$842.22
Arts Lottery	\$0.00
Cultural Council State Operating	\$418.55
Click it or Ticket	\$4,340.44
County Funds Bike Path	<u>(\$98.81)</u>
	\$32,433.29

## Town of Chatham – Balance Sheet June 30, 2013 – Special Revenue Funds – Town

Revolving:	
Commercial Shellfish	\$49,220.10
Airport Revolving	\$22,150.48
Park & Recreation	\$36,189.22
Inspectional Services	\$89,170.21
Bassett House	\$25,746.04
Recycling Revolving	<u>\$1,129.70</u>
	\$223,605.75
Receipts Reserved for Appropriation:	
Land Bank -undesignated fund balance	\$1,190,499.33
Sale of Town Land	\$1,500.00
Wetlands Protection	\$170,758.87
Waterways Improvement	\$391,847.94
Sale of Cemetery Lots	\$21,325.00
Railroad Museum	<u>\$8,087.10</u>
	\$1,784,018.24
Other:	
Premium on Bonds	\$0.00
Public Ceremonies	\$576.83
Peg Access	\$85,607.29
Youth Outreach	\$1,564.89
Conservation Fund Donation	\$19,722.88
Wetlands Consultant	\$1,500.00
Old Comers/Woodland	\$245.69
Wildfire Management Grant	\$112.11
Conservation Commission By Law Filing Fees	\$43,817.34
Barnstable County Land Management	\$430.35
Damages to Municipal Property	\$4,589.27
Damages to Police Property	\$4,230.85
Police Restitution	\$840.00
Police Donations	\$2,507.99
Disabilities Gifts	\$266.21
Volunteer Park Donation	\$5,320.37
Pleasant Bay Alliance	\$153,998.38
Sudbury Donation	\$12,500.00
Kelley Foundation	\$8,000.00
Fertilizer Study	\$6,808.46
Freshwater Fund	\$10,800.00
Strong Island Stairway	\$2,700.00
Water Street Town Landing Project	\$1,458.00
HMGP1813 Erosion Grant	(\$18,108.58)
COA Enrichment	\$90,345.23
MARTAP Grant	(\$500.00)
Park & Rec Donations	\$430.00
Park Damages to Town Property	\$1,415.00
Railroad Donations	\$3,176.96
Bikeways Donations	\$230.03
Windmill Preservation Donations	\$45.00
Samuel Hawes Park	\$551.26
Underground Utility Comm	\$6,049.83
Historical Commission	\$0.00
Cultural Council	\$19,214.17
Bassett House Gifts	\$250.00
Public Ceremonies Donations	<u>\$1,101.88</u>
	\$471,797.69
Total Fund Equities	<u>\$2,539,060.18</u>
 Total Liabilities & Fund Equities	 <u>\$2,572,466.53</u>

# **Town of Chatham** – *Balance Sheet June 30, 2013 – Community Preservation Fund*

## ASSETS

Cash	1,783,259.48
Community Preservation FY 2005	95.56
Community Preservation FY 2007	-5.34
Community Preservation FY 2008	20.91
Community Preservation FY 2009	69.00
Community Preservation FY 2010	-75.56
Community Preservation FY 2011	-20.61
Community Preservation FY 2012	1,415.38
Community Preservation FY 2013	18,638.72
Total Assets	<u>1,803,397.54</u>

## LIABILITIES

Warrants Payable	8,133.43
Deferred Revenue CPA Receivables	20,138.06
Total Liabilities	28,271.49

## FUND EQUITIES

Unreserved Fund Equity	700,595.71
Reserve for Historic Preservation	35,500.00
Reserve for Open Space	-
Reserve for Community Housing	55,000.00
Reserve for Encumbrances	<u>984,030.34</u>
	1,775,126.05
Total Liabilities & Fund Equities	<u>1,803,397.54</u>



# Town of Chatham – Balance Sheet June 30, 2013 – Special Revenue Funds – School

ASSETS	
Cash	48,367.95
LIABILITIES & FUND EQUITIES	
Liabilities:	
Warrants Payable	-
Fund Equities:	
School Lunch	383.86
Federal Grants:	
Race to the Top	-
Improving Education	-
	<hr/>
State & County Grants:	
Tech Prep County Grant	-
Academic Support	-
Full Day Kindergarten	-
Circuit Breaker	-
	<hr/>
Revolving:	
Adult Education	-
School Building Use	-
Lost Text Book	-
Athletic Fund	-
	<hr/>
Other Purposes:	
Chatham Robot Camp	-
Friends of P.B. M/S	-
Under Chatham Blue	-
Friends of Pleasant Bay Elem	-
Friends of Pleasant Bay High School	-
Together We Can	-
Skate Board Park	-
Friends of Trees	-
School to Career	-
Educational Access	47,984.09
Environmental Education Grant	-
Before/After School	-
Outreach School Education Grant	-
	<hr/>
	47,984.09
Total Fund Equities	<hr/>
	48,367.95
Total Liabilities & Fund Equities	<hr/>
	48,367.95
	<hr/>
	-

# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Total SRF	Land Bank	Public Ceremonies	Sale of Town Land	County CAT Grant	Peg Acc (CH 18)	County Spur Bike Path	Bassett House Revolving	Bassett House Gifts	Bikeways Donations
<b>Revenue</b>										
Property taxes	1,607,714.85	857,608.45								
Motor vehicle excise	-									
Vessel and other excise	277,361.78									
Penalties and interest	27,273.71									
Licenses and permits	61,840.73									
Charges for services	2,595,009.97									
Fines and forfeitures	-									
Investment income	30,546.43	2,275.40								
Contributions and donations	155,414.09	-				24,433.00				
PILOT	-									
Departmental and other	449,939.06							3,250.00		
Intergovernmental-federal	113,250.18									
Intergovernmental-other	507,827.78	-	-	-	-	-	-	-	-	-
Total revenue	5,826,178.58	859,883.85	-	-	-	24,433.00	-	3,250.00	-	-
<b>Expenditures</b>										
General government	539,987.28	2,670.00					930.00	2.60		
Public safety	8,959.20									
Education	141,910.09									
Public works	2,579,392.99									
Comm & econ. Development	39,416.16									
Health and human services	36,078.41									
Culture and recreation	79,427.92									
Coastal Resources (Wtr.Ways)	362,029.62									
-	-									
-	-									
-	-									
-	-									
State and county assessments	-	-	-	-	-	-	-	-	-	-
Total expenditures	3,787,201.67	2,670.00	-	-	-	-	930.00	2.60	-	-
<b>OFS/(U)</b>										
Transfers in	482,774.00									
Transfers out	(1,447,833.00)	(886,544.00)								
Bond proceeds	-									
Sale of capital assets	-									
Total ofs/(u)	(965,059.00)	(886,544.00)								
Net change	1,073,917.91	(29,330.15)	-	-	-	24,433.00	(930.00)	3,247.40	-	-
Fund balance - b.o.y.	7,613,652.21	1,219,829.48	1,678.71	1,500.00	10,080.00	61,174.29	831.19	22,498.64	250.00	230.03
Fund balance - e.o.y.	8,687,570.12	1,190,499.33	1,678.71	1,500.00	10,080.00	85,607.29	(98.81)	25,746.04	250.00	230.03
Fund balance proof	(0.00)	-	-	-	-	-	-	-	-	-

[illegible]

# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Waterways Improv Fund	Damages to Bldg PD	Elections State	Dam T Prop Selectman	Comm Police Grant	COPS FAST Grant	COPS More Grant	Anti-Terrorism Grant	Click It or Ticket	Underage Drinking	Police Restitution
<b>Revenue</b>											
Property taxes											
Motor vehicle excise											
Vessel and other excise	277,361.78										
Penalties and interest											
Licenses and permits											
Charges for services											
Fines and forfeitures											-
Investment income											
Contributions and donations		-		-							
PILOT											
Departmental and other											
Intergovernmental-federal			-								
Intergovernmental-other	-	-	-	-	-	-	-	-	-	-	-
Total revenue	277,361.78	-	-	-	-	-	-	-	-	-	-
<b>Expenditures</b>											
General government											
Public safety					264.00						
Education											
Public works											
Comm & econ. Development											
Health and human services											
Culture and recreation											
Coastal Resources (Wtr. Ways)											
State and county assessments	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	-	-	-	-	264.00	-	-	-	-	-	-
<b>OFS/(U)</b>											
Transfers in											
Transfers out	(208,000.00)										
Bond proceeds											
Sale of capital assets											
Total ofs/(u)	(208,000.00)	-	-	-	-	-	-	-	-	-	-
Net change	69,361.78	-	-	-	(264.00)	-	-	-	-	-	-
Fund balance - b.o.y.	322,486.16	4,230.85	-	3,681.71	740.88	1,367.00	47.46	1,062.29	4,340.44	1,012.86	840.00
Fund balance - e.o.y.	391,847.94	4,230.85	-	3,681.71	476.88	1,367.00	47.46	1,062.29	4,340.44	1,012.86	840.00
Fund balance proof	-	-	-	-	-	-	-	-	-	-	-

[illegible]



# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Inspectional Services	Tap Gr Afford Hsng	FEMA/EMMA Grant	Fed EIR Haz Mit Grant	Coastal Ad Retrofit	Disabilities Don Fund	Energy Effic Grant	CC Comm Pathways	Bus Build Program	Gifts & Don Volunteer Pk	Shellfish Revolving
<b>Revenue</b>											
Property taxes											
Motor vehicle excise											
Vessel and other excise											
Penalties and interest											
Licenses and permits											
Charges for services	47,404.07										59,987.50
Fines and forfeitures											
Investment income											70.43
Contributions and donations											
PILOT											
Departmental and other											
Intergovernmental-federal											
Intergovernmental-other	-	-	12,314.59	-	-	-	-	-	-	-	-
Total revenue	47,404.07	-	12,314.59	-	-	-	-	-	-	-	60,057.93
<b>Expenditures</b>											
General government											
Public safety											
Education											
Public works											
Comm & econ. Development	39,416.16										
Health and human services											
Culture and recreation											
Coastal Resources (Wtr. Ways)											58,846.09
State and county assessments											
Total expenditures	39,416.16	-	6,084.66	-	-	-	-	-	-	-	58,846.09
<b>OFS/(U)</b>											
Transfers in											
Transfers out											
Bond proceeds											
Sale of capital assets											
Total ofs/(u)	-	-	-	-	-	-	-	-	-	-	-
Net change	7,987.91	-	6,229.93	-	-	-	-	-	-	-	1,211.84
Fund balance - b.o.y.	81,182.30	258.50	(6,229.66)	280.68	2,982.45	266.21	59,403.00	4,495.09	47.11	5,320.37	48,008.26
Fund balance - e.o.y.	89,170.21	258.50	0.27	280.68	2,982.45	266.21	59,403.00	4,495.09	47.11	5,320.37	49,220.10
Fund balance proof	-	-	(0.00)	-	-	-	-	-	-	-	-

[illegible]

# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Water Street Landing	HMGP1813 Grant	CoastGifts & Donations	Pump Out Grant	Dredging Donations	Fish Pier North Jog Float Grant	Wash Water Recycle Grant	State Aid Highways	State Aid Highways	DEP Paint Shed
<b>Revenue</b>										
Property taxes										
Motor vehicle excise										
Vessel and other excise										
Penalties and interest										
Licenses and permits										
Charges for services										
Fines and forfeitures										
Investment income										
Contributions and donations		-								
PILOT										
Departmental and other										
Intergovernmental-federal	-	58,391.42	-	10,000.00	-	1,558.93	2,550.00	-	-	-
Intergovernmental-other	-	58,391.42	-	10,000.00	-	1,558.93	2,550.00	-	-	-
Total revenue										
<b>Expenditures</b>										
General government										
Public safety										
Education										
Public works									120,390.55	
Comm & econ. Development										
Health and human services										
Culture and recreation										
Coastal Resources (Wtr Ways)	292.00	76,500.00		4,658.23		34,789.85	25,500.00			
State and county assessments	-	-	-	-	-	-	-	-	-	-
Total expenditures	292.00	76,500.00	-	4,658.23	-	34,789.85	25,500.00	-	120,390.55	-
<b>OFS/(U)</b>										
Transfers in										
Transfers out										
Bond proceeds										
Sale of capital assets										
Total ofs/(u)	-	-	-	-	-	-	-	-	-	-
Net change	(292.00)	(18,108.58)	-	5,341.77	-	(33,230.92)	(22,950.00)	-	(120,390.55)	-
Fund balance - b.o.y.	1,750.00	-	-	9,672.40	-	34,407.00	22,950.00	74.89	-	2,540.91
Fund balance - e.o.y.	1,458.00	(18,108.58)	-	15,014.17	-	1,176.08	-	74.89	(120,390.55)	2,540.91
Fund balance proof	-	-	-	-	-	(0.00)	-	-	-	-



# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	State Aid to Lib Eldredge	State Aid to Lib S Chatham	Park/Rec Fund	Park/Rec Donations	Dam to T Prop Ins Proceeds	Railrd Museum Rec Res Fund	Railroad Donations	Historical Comm Don	Windmill Preservation	Arts Lottery State Grant	Chatham Cult Council Don
<b>Revenue</b>											
Property taxes											
Motor vehicle excise											
Vessel and other excise											
Penalties and interest											
Licenses and permits											
Charges for services											
Fines and forfeitures											
Investment income											71.25
Contributions and donations				250.00		3,879.50	200.00		-		5,293.50
PILOT											
Departmental and other			58,226.19								
Intergovernmental-federal		543.37		-	-	-	-	-	-	3,870.00	-
Intergovernmental-other	5,866.52	543.37	58,226.19	250.00	-	3,879.50	200.00	-	-	3,870.00	5,364.75
Total revenue	5,866.52	543.37	58,226.19	250.00	-	3,879.50	200.00	-	-	3,870.00	5,364.75
<b>Expenditures</b>											
General government											
Public safety											
Education											
Public works											
Comm & econ. Development											
Health and human services											
Culture and recreation	5,866.52		49,695.33							4,296.00	9,704.00
Coastal Resources (Wtr. Ways)											
State and county assessments	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	5,866.52	-	49,695.33	-	-	-	-	-	-	4,296.00	9,704.00
<b>Ofs/(U)</b>											
Transfers in											
Transfers out						(3,000.00)					
Bond proceeds											
Sale of capital assets						(3,000.00)					
Total ofs/(U)											
Net change	-	543.37	8,530.86	250.00	-	879.50	200.00	-	-	(426.00)	(4,339.25)
Fund balance - b.o.y.	-	298.85	27,658.36	180.00	1,415.00	7,207.60	2,976.96	-	45.00	426.00	23,971.97
Fund balance - e.o.y.	-	842.22	36,189.22	430.00	1,415.00	8,087.10	3,176.96	-	45.00	-	19,632.72
Fund balance proof	-	-	-	-	-	-	-	-	-	-	-





# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Circuit Breaker	Adult Education	School Building Use	Athletic Rev Fund	Under Chatham Blue	Friends of PB Elementary	Together We Can	Skateboard Park Don	Chatham Robot Camp	Friends of Trees	School to Career
<b>Revenue</b>											
Property taxes											
Motor vehicle excise											
Vessel and other excise											
Penalties and interest											
Licenses and permits											
Charges for services											
Fines and forfeitures											
Investment income											
Contributions and donations											
PILOT											
Departmental and other											
Intergovernmental-federal											
Intergovernmental-other											
Total revenue	2,077.00	-	-	-	-	-	-	-	-	-	-
	2,077.00	-	-	-	-	-	-	-	-	-	-
<b>Expenditures</b>											
General government											
Public safety											
Education	44,909.06	426.72	14,092.42	6,054.18	532.77	2,158.38	608.59	1,679.83	368.61	2,783.75	153.55
Public works											
Comm & econ. Development											
Health and human services											
Culture and recreation											
Coastal Resources (Wtr.Ways)											
State and county assessments	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	44,909.06	426.72	14,092.42	6,054.18	532.77	2,158.38	608.59	1,679.83	368.61	2,783.75	153.55
<b>OFS/(U)</b>											
Transfers in											
Transfers out											
Bond proceeds											
Sale of capital assets											
Total ofs/(u)	-	-	-	-	-	-	-	-	-	-	-
Net change	(42,832.06)	(426.72)	(14,092.42)	(6,054.18)	(532.77)	(2,158.38)	(608.59)	(1,679.83)	(368.61)	(2,783.75)	(153.55)
Fund balance - b.o.y.	42,832.06	426.72	14,092.42	6,054.18	532.77	2,158.38	608.59	1,679.83	368.61	2,783.75	153.55
Fund balance - e.o.y.	-	-	-	-	-	-	-	-	-	-	-
Fund balance proof	-	-	-	-	-	-	-	-	-	-	-

[illegible]

# Town of Chatham – Combining WTB – SRFs – Fiscal 2013

	Police – Weir Bequest	Fire Weir Bequest	Scholarship Fund	Jean Gardner	Luce Union Cemetery	Chase Seaside Cemetery	Pearl Nickerson	Mack Memorial	Community Preservation	Water Fund
<b>Revenue</b>										
Property taxes									750,106.40	
Motor vehicle excise										
Vessel and other excise										27,273.71
Penalties and interest										
Licenses and permits										
Charges for services										2,546,508.99
Fines and forfeitures		-	28.47	16.27	3.77	79.05	8.77	60.31	11,959.21	
Investment income									3,183.51	
Contributions and donations										
PILOT										
Departmental and other										345,862.07
Intergovernmental-federal	-	-	-	-	-	-	-	-	227,808.00	-
Intergovernmental-other										
Total revenue	-	-	28.47	16.27	3.77	79.05	8.77	60.31	993,057.12	2,919,644.77
<b>Expenditures</b>										
General government		1,079.01							529,023.94	
Public safety										
Education										
Public works										
Comm & econ. Development										2,324,241.57
Health and human services										
Culture and recreation										
Coastal Resources (Wtr.Ways)										
State and county assessments	-	-	-	-	-	-	-	-	-	-
Total expenditures	-	1,079.01	-	-	-	-	-	-	529,023.94	2,324,241.57
<b>OFS/(U)</b>										
Transfers in										400,000.00
Transfers out									-	(339,289.00)
Bond proceeds										
Sale of capital assets										
Total ofs/(u)	-	-	-	-	-	-	-	-	-	60,711.00
Net change	-	(1,079.01)	28.47	16.27	3.77	79.05	8.77	60.31	464,033.18	656,114.20
Fund balance - b.o.y.	15,506.30	1,079.01	2,991.43	1,700.00	397.03	8,303.80	920.67	6,336.40	1,311,092.87	1,792,765.36
Fund balance - e.o.y.	15,506.30	-	3,019.90	1,716.27	400.80	8,382.85	929.44	6,396.71	1,775,126.05	2,448,879.56
Fund balance proof	-	-	-	-	-	-	-	-	-	-

## Town of Chatham – Balance Sheet June 30, 2013 – Capital Projects – General

ASSETS	
Cash	955,965.37
Notes Receivable	<u>0.00</u>
Total Assets	<u>955,965.37</u>
FUND EQUITIES	
Warrants Payable	105,377.54
BANS Payable	470,000.00
Interim Notes Payable-MWPAT	0.00
Fund Equities:	
Land Acquisition Kolb Property	331.12
Land Acquisition- Edson Property	0.00
Community Center	88,926.46
DPW	0.00
PD Annex	13,239.70
Mill Hill Road	0.00
Main Street Reconstruction	65,867.82
School Building Project Art9 STM 11/95	191.75
Volunteer Bike Spur	0.00
Parliament & Northgate Road Acceptance	0.00
Road Projects	169,725.74
El Street/Skyway Road	-18,440.03
Wastewater	60,745.27
Total Fund Equities	<u>380,587.83</u>
Total Liabilities & Fund Equities	<u>955,965.37</u>

## Town of Chatham – Balance Sheet June 30, 2013 – Capital Projects – Water

ASSETS	
Cash	93,280.95
Total Assets	<u>93,280.95</u>
LIABILITIES & FUND EQUITIES	
Liabilities:	
Warrants Payable	37,731.87
BANS Payable	<u>500,000.00</u>
Total Liabilities	537,731.87
Fund Equities:	
Chemical Feed Building	-190,385.93
Iron Removal Treatment Facilities	-16,300.00
Town Forest Pump House	23,332.44
Supply Well	-51,581.04
Water Mains	-197,781.72
Water Mains (2013)	-11,734.67
Total Fund Equities	-444,450.92
Total Liabilities & Fund Equities	<u>93,280.95</u>



## Town of Chatham – Balance Sheet June 30, 2013 – Water Fund

### ASSETS

Cash		2,518,562.96
Water Rate Liens	731.92	
Water Rate Liens Committed Interest	10.97	
2009 Water Rates Receivable	-170.35	
2010 Water Rates Receivable	-331.22	
2011 Water Rates Receivable	10,843.12	
2012 Water Rates Receivable	24,075.01	
2013 Water Rates Receivable	166,893.69	
2008 & Prior Miscellaneous Water	-300.00	
2009 Miscellaneous Water	-150.00	
2010 Miscellaneous Water	-150.00	
2011 Miscellaneous Water	-2,022.23	
2012 Miscellaneous Water	673.77	
2013 Miscellaneous Water	9,925.11	
2014 Miscellaneous Water	-66.25	
		209,963.54
Apportioned Leases Receivable		760,375.91
Total Assets		<u>3,488,902.41</u>

### LIABILITIES & FUND EQUITIES

Liabilities:		
Warrants Payable		69,648.40
Deferred Revenue Water Receivables		209,998.54
Deferred Revenue Apportioned Leases		760,375.91
Total Liabilities		1,040,022.85
Fund Equities:		
Reserve for Encumbrances		93,471.32
Reserve for expenditure		310,000.00
Unreserved Fund Equity		<u>2,045,408.24</u>
Total Fund Equities		2,448,879.56
Total Liabilities & Fund Equities		<u>3,488,902.41</u>

# **Town of Chatham – Water Fund Appropriations & Expenditures – Year Ended June 30, 2013**

<u>Description</u>	<u>Balance July 1, 2012</u>	<u>Water &amp; Tax Rates</u>	<u>Water Surplus</u>	<u>Original Budget</u>	<u>Final Budget</u>	<u>Expenditures and encumbrances</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>Balance 30-Jun-13</u>
Salaries	0.00	225,095.00		225,095.00	225,095.00	122,025.80	103,069.20	103,069.20	0.00
Expenses		1,179,000.00		1,179,000.00	1,179,000.00	1,121,911.32	57,088.68	53,846.06	3,242.62
Prior encumbrances	0.00						0.00		
To General Fund							0.00	0.00	
Debt Service:									
Principal	0.00	720,350.35		720,350.35	720,350.35	751,442.68	-31,092.33	0.00	-31,092.33
Interest - Long-term	0.00	236,011.83		236,011.83	236,011.83	242,352.99	-6,341.16	0.00	-6,341.16
Interest - Short-term	0.00	50,000.00		50,000.00	50,000.00	0.00	50,000.00	12,566.51	37,433.49
Special Revenue Fund:									
Articles:									
Art 10 5/09 Water Storage Tank	50,517.66			50,517.66	50,517.66	153.78	50,363.88	0.00	50,363.88
Art 13 ATM Chemical Feed Building	0.00			0.00	0.00		0.00	0.00	0.00
Art 11 ATM 5/10 Water Storage Tanks	89,834.73			89,834.73	89,834.73	86,320.00	3,514.73	0.00	3,514.73
Art 8, 5/96 - Monitor Groundwater	6.49			6.49	6.49		6.49	0.00	6.49
Art 8, ATM 5/99 - Training Field Well Grndwtr Mon	3,846.71			3,846.71	3,846.71		3,846.71	0.00	3,846.71
Art 8, ATM 5/99 - Town Forest Pump Test	0.00			0.00	0.00		0.00	0.00	0.00
Art 7, ATM 5/01 - Town Forest Pump Test	0.00			0.00	0.00		0.00	0.00	0.00
Art 3, STM 1/02 - Water Capital Supplement	28,678.20			28,678.20	28,678.20		28,678.20	0.00	28,678.20
Art 6, ATM Vulnerability Assessment	3,818.69			3,818.69	3,818.69		3,818.69	0.00	3,818.69
	<u>176,702.48</u>	<u>2,410,457.18</u>	<u>0.00</u>	<u>2,587,159.66</u>	<u>2,587,159.66</u>	<u>2,324,206.57</u>	<u>262,953.09</u>	<u>169,481.77</u>	<u>93,471.32</u>

# Town of Chatham – Balance Sheet June 30, 2013 – Trust Funds

## ASSETS

Restricted Cash	546,195.94	
Reynard Stocks	9,990.75	
Westgate Stocks		
Expendable Cash	<u>1,985,783.71</u>	
Total Assets		<u><u>2,541,970.40</u></u>

## LIABILITIES & FUND EQUITIES

Liabilities:		
Warrants Payable	0.00	
Total Liabilities		
Fund Equities:		
Non-Expendable Trust Funds:		
Reynard Principal	9,990.75	
Westgate Principal	126,914.73	
Perpetual Care Principal	383,730.00	
Spurling Principal	1,000.00	
Arey Principal	200.00	
Lincoln Principal	2,000.00	
Bearse Principal	250.00	
Briggs Principal	2,000.00	
Cox Railroad Principal	5,087.00	
Chase Park Principal	22,514.21	
Wm. Nickerson Principal	<u>2,500.00</u>	
Total Non-Expendable Fund Equities		556,186.69
Expendable Trust Funds:		
Stabilization	1,742,960.01	
Affordable Housing Trust	95,000.00	
Retirement	0.45	
Law Enforcement	18.13	
Federally Forfeited Property	1,805.52	
Police Bequest	15,506.30	
Fire Bequest	0.00	
Reynard	62,876.22	
Westgate	8,800.58	
Scholarship	3,019.90	
Perpetual Care	8,921.46	
Spurling	1,578.57	
Arey	850.44	
Lincoln	5,271.87	
Bearse	691.83	
Briggs	2,364.75	
Gardner	1,716.27	
Luce Union	400.80	
Chase Seaside	8,382.85	
Pearl Nickerson	929.44	
Chase Park	13,897.68	
Mack Memorial	6,396.71	
Wm Nickerson	1,466.88	
Cox Railroad Museum	<u>2,927.05</u>	
Total Expendable Fund Equities		<u><u>1,985,783.71</u></u>
Total Liabilities & Fund Equities		<u><u>2,541,970.40</u></u>

[illegible]

## Town of Chatham – Balance Sheet June 30, 2013 – Agency Fund

ASSETS		
Cash		\$836,967.16
Police Special Details		\$23,714.26
Meal tax		\$18.29
		<u>\$860,699.71</u>
LIABILITIES		
Warrants Payable	\$11,096.55	
High School Treasury Student Activities	\$0.00	
Middle School Treasury Student Activities	\$0.00	
Elementary Treasury - Student Activities	\$0.00	
Medical Insurance Refunds	\$1,669.02	
MA Firearms Permits	\$3,450.00	
Sales tax	\$34.83	
Police Detail	\$0.00	
Fire Detail	\$2,287.52	
Main St School Special Details	\$2,813.56	
Strong Island Detail	\$100.00	
Agency Interest	\$11,924.29	
Guarantee Deposits - Planning Board	\$333,643.91	
Guarantee Deposits - Signs	\$385.00	
Guarantee Deposits - Water	\$21,562.78	
Guarantee Deposits - Miscellaneous	\$13,251.58	
Guarantee Deposits - Roads	\$6,500.00	
Guarantee Deposits - COA	\$1,528.39	
Watershed Land Eminent Domain	\$3,228.90	
Peoples Cemetery	\$8,661.04	
Conservation Land	\$48,232.83	
Goose Pond Land	\$39,856.34	
Wordell Land Escrow	\$2,515.77	
Eldredge Lot 11	\$146,912.54	
Eldredge Lot 23	\$58,765.34	
Eldredge Lot 19	\$22,469.14	
Chatham Fish & Lobster	\$0.00	
Finast Seafood	\$181.69	
Nantucket Fish & Lobster	\$3,000.00	
CodCommunications	\$115,000.00	
Deputy Collector Fees	\$1,628.69	
Total Liabilities		\$860,699.71

## Town of Chatham – Balance Sheet June 30, 2013 – Enterprise Fund

ASSETS	
Cash	156,486.67
Total Assets	<u>156,486.67</u>
LIABILITIES & FUND EQUITIES	
Liabilities:	
Warrants Payable	0.00
Total Liabilities	0.00
Fund Equities:	
Unreserved Fund Equity	156,486.67
Total Fund Equities	156,486.67
Total Liabilities & Fund Equities	<u>156,486.67</u>

## Town of Chatham – Balance Sheet June 30, 2013 – Debt – Water

### ASSETS

Amounts to be Provided for Payment of Bonds	5,566,195.00	
Loans Authorized	3,060,000.00	
		<u>8,626,195.00</u>

### LIABILITIES

Bonds Payable:		
WaterMains (11, 01)	845,000.00	
Town Forest Pump House	595,000.00	
Water Standpipe	585,000.00	
Water	23,310.00	
Water Mains	225,000.00	
Water Standpipe	75,000.00	
Well and Pump Station	180,000.00	
Water Mains USDA	450,000.00	
Pumping Station	32,445.00	
Well Exploration	125,000.00	
Alarm Systems	12,285.00	
Water Mains	17,325.00	
Well and Pump	25,830.00	
Water Mains	300,000.00	
Water Bond Refunding	515,000.00	
Water Standpipe	135,000.00	
Chemical Feed Building	445,000.00	
Well and Pump Station	460,000.00	
Water Mains	<u>520,000.00</u>	
		5,566,195.00
Loans Authorized & Unissued		<u>3,060,000.00</u>
Total Liabilities		<u>8,626,195.00</u>



**Town of Chatham – General Fund – Revenues, Expenditures & Changes in Fund Equity –  
Year Ended June 30, 2013**

Revenues	
Real Estate Taxes	28,626,097.97
Personal Property Taxes	159,188.22
Tax Liens-Redeemed	112,252.50
Deferred Real Estate Receipts	-
Local Receipts (see budget/actual)	6,806,410.10
State Receipts (see budget/actual)	<u>1,071,832.00</u>
Total Revenues	36,775,780.79
Expenditures:	
See Appropriation & Expenditure schedule	35,824,219.11
State and County Expenditures	<u>620,223.00</u>
Total Expenditures	36,444,442.11
Revenues over (under) Expenditures	331,338.68
Other Financing Sources and Uses:	
Transfer in from Special Revenue Funds	1,108,544.00
Transfer in from Capital Projects Fund	-
Transfer in from Water Fund	339,289.00
Transfer in from Trust Funds	10,000.00
Transfer out to Trust Funds	(50,000.00)
Transfer out to Agency Fund	(18.29)
Transfer out to Special Revenue Fund	(32,774.00)
Transfer out to Water Fund	(400,000.00)
Total Other Financing Sources and Uses	975,040.71
Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	1,306,379.39
Fund Equity Beginning of Year	5,776,353.74
Fund Equity End of Year	7,082,733.13

**Town of Chatham – Transfer Schedule – Year Ended June 30, 2013**

Source	General Fund	SRF Town	SRF School	CPF General	CPF Water	Water Fund	Trust Funds	Total
Waterways Improvement	208,000.00	-208,000.00						0.00
Land Bank	886,544.00	-886,544.00						0.00
Shellfish Revolving	0.00	0.00						0.00
Wetlands Protection Fund	10,000.00	-10,000.00						0.00
Cemetery Sale of Lots	1,000.00	-1,000.00						0.00
Railroad Museum	3,000.00	-3,000.00						0.00
Community Preservation Act								0.00
Perpetual Care	10,000.00						-10,000.00	0.00
Stabilization	0.00						0.00	0.00
Water Overhead	339,289.00				-339,289.00			0.00
Subtotal	1,457,833.00	-1,108,544.00	0.00	0.00	-339,289.00	0.00	-10,000.00	0.00
Pleasant Bay Alliance	-32,774.00	32,774.00						0.00
Railroad Museum	0.00	0.00						0.00
Agency Fund- Sch Custodian	0.00						0.00	0.00
Agency Fund- Meals tax	-18.29						18.29	0.00
Stabilization	-50,000.00						50,000.00	0.00
Water Tax Rate Subsidy	<u>-400,000.00</u>					<u>400,000.00</u>		<u>0.00</u>
Subtotal	-482,792.29	32,774.00	0.00	0.00	0.00	400,000.00	50,018.29	0.00

# Town of Chatham – State Local Receipts – Budget vs. Actual – Year Ended June 30, 2013

	<u>Budget</u>	<u>Actual</u>	Budget Savings (Deficiency)
Local Receipts:			
Motor Vehicle Excise	935,000.00	961,203.53	26,203.53
Hotel/Motel Excise	1,065,000.00	1,191,233.61	126,233.61
Local Meals Tax	230,000.00	333,517.25	103,517.25
Boat Excise	30,000.00	37,278.98	7,278.98
Penalties & Interest	120,000.00	228,494.18	108,494.18
Rollback Taxes			-
P.I.L.O.T.S.	20,000.00	24,485.00	4,485.00
Charges for service-sewer	300,000.00	333,722.16	33,722.16
Charges for service-trash	890,000.00	931,304.23	41,304.23
Park & Rec Charges	400,000.00	456,087.50	56,087.50
Other Revenue	540,000.00	620,385.09	80,385.09
Fees	150,000.00	199,344.02	49,344.02
Rentals	90,000.00	167,970.11	77,970.11
Other Dept. Revenue	50,000.00	59,104.20	9,104.20
Licenses & Permits	620,000.00	772,196.51	152,196.51
Special Assessments	120,000.00	116,760.08	(3,239.92)
Fines & Forfeits	50,000.00	53,369.24	3,369.24
Investment Income	25,000.00	21,762.50	(3,237.50)
Miscellaneous Revenue	6,200.00	3,952.62	(2,247.38)
E Rate School telephone reimb		-	
Non Miscellaneous Rev.	102,816.00	270,001.05	167,185.05
Medicaid Reimbursement		24,238.24	24,238.24
<b>Total Local</b>	<b>\$ 5,744,016.00</b>	<b>\$ 6,806,410.10</b>	<b>\$ 1,062,394.10</b>
State Receipts:			
School aid CH 70	-	-	-
School transportation			-
Charter School Assess. Reimb.	-	-	-
Charter School Capital Facility			-
Quinn bill	-	-	-
Exemptions-Vets, Blind & Elderly			
Unrestricted General aid	127,294.00	95,471.00	(31,823.00)
Veterans Benefits	33,466.00	21,187.00	(12,279.00)
Exemptions-Vets, Blind & Elderly	31,267.00	3,562.00	(27,705.00)
<b>Total State</b>	<b>\$192,027.00</b>	<b>\$ 120,220.00</b>	<b>\$ (71,807.00)</b>
<b>Total Local &amp; State</b>	<b>\$ 5,936,043.00</b>	<b>\$ 6,926,630.10</b>	<b>\$ 990,587.10</b>

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>TOWN MANAGER</b>					
Goldsmith, Jill R	156,239.54				156,239.54
Nealy, Shanna E	49,467.76		250.00		49,717.76
<b>HUMAN RESOURCES &amp; CHANNEL 18</b>					
Darmon, Ryan P	48,218.00	1,474.65			49,692.65
DeTraglia, Brandon E	17,258.82				17,258.82
Hamilton, Matthew W	222.75				222.75
Hull, Michael J	2,712.84				2,712.84
McLain, Griffin L	389.63				389.63
Panuczak, Gerald P	80,714.80		250.00		80,964.80
Small, Samuel R	2,906.80				2,906.80
Thomas, Carmen M	78.76				78.76
<b>FINANCE - ACCOUNTING</b>					
Heilala, Alexandra H	100,096.00				100,096.00
Lancot, Mary M	37,966.45	591.36			38,557.81
Serijan, Cheryl L	61,642.16				61,642.16
<b>FINANCE - ASSESSORS</b>					
Cabot, Holly	24,891.04		950.00		25,841.04
Cook, Candace	44,741.67	1,040.05	550.00		46,331.72
Machado, Andrew R	91,842.76		425.00		92,267.76
Schaeffer, Cathy M	56,452.83		550.00		57,002.83
<b>FINANCE - TREASURER/COLLECTOR</b>					
Beebe, Anita A	43,657.60		1,200.00		44,857.60
Monahan, Amanda V	52,644.21	1,744.42	1,800.00		56,188.63
Redfield, Louise A	70,651.80		1,300.00		71,951.80
<b>INFORMATION TECHNOLOGY</b>					
Cuddy, James	70,262.00		1,300.00		71,562.00
Rowe, Craig	82,840.88				82,840.88
<b>TOWN CLERK</b>					
Smith, Julie S	70,819.20		2,700.00		73,519.20
Tobin, Paula A	49,383.50	1,183.33	800.00		51,366.83
<b>PERMITS</b>					
Ellingham, Frances J	7,589.40				7,589.40
Hahner, Bette A	8,010.54				8,010.54
Kent, Judith B	9,873.68				9,873.68
O'Leary, Mary Jane	2,022.75				2,022.75
Poole, Angela L	804.00				804.00
<b>CONSERVATION</b>					
Andres, Kristin M	65,964.80		900.00		66,864.80
Buck, Elizabeth C	2,990.00				2,990.00
Coombs, Joanne	3,531.00				3,531.00
Fougere, Mary M	46,355.99	10,833.48	800.00		57,989.47
Olson, Thomas A	3,120.00				3,120.00
<b>PRINCIPAL PROJECTS &amp; OPERATIONS</b>					
Whalen, Terence M	93,687.05		350.00		94,037.05
Custodie, John	9,636.00				9,636.00
Kaser, Gary	55,219.12	1,751.87	2,000.00		58,970.99
Powell, Lori	44,313.72	31.06	350.00		44,694.78
Rogers, Mary J	43,861.43	154.66	350.00		44,366.09
Silva, Matthew J	37,174.80	79.98			37,254.78
Whelan, Norman	64,740.44	2,865.30	1,500.00		69,105.74

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>POLICE</b>					
Albano, Kristin L	9,224.80	1,317.20			10,542.00
Anderson, Michael D	112,083.84	2,793.24	1,200.00	22,126.27	138,203.35
Bayer, Craig H	58,204.62	31,689.91	250.00	5,034.44	95,178.97
Boutin, Melanie A	49,289.04		300.00		49,589.04
Brown, Katie L	187.68			2,722.50	2,910.18
Burnham, Connor B	39,389.09	726.21		3,128.14	43,243.44
Butler, Justin M	1,705.92				1,705.92
Cauble, John D	115,024.44		2,000.00		117,024.44
Glover III, William R	68,212.06	45,240.98	2,000.00	34,681.88	150,134.92
Goddard, Andrew B	81,854.74	39,091.40	1,100.00	1,418.01	123,464.15
Harris, Sarah A	85,796.87	21,473.81	800.00	4,694.01	112,764.69
Hemeon, Erin C	45,396.19	16,735.66			62,131.85
Hutton, Andrew P	58,664.79	8,367.41	250.00	23,045.57	90,327.77
Little, William S. J	72,147.62	21,276.89	500.00	37,625.10	131,549.61
Lynch, Rodney M	11,367.63	185.25		23,954.24	35,507.12
Malzone, Louis F	74,199.95	21,580.54	300.00	649.50	96,729.99
Massey, William G	84,000.55	23,910.90	350.00	12,999.55	121,261.00
Meehan, Jeanine M	43,399.22	16,699.10	250.00		60,348.32
Merigan, Christopher R	49,482.58	2,050.95		9,776.34	61,309.87
Murphy, Michael A	67,100.83	21,534.59	350.00	20,546.82	109,532.24
Pagliaro, Ellen M	4,849.76				4,849.76
Pawlina, Mark R	169,865.40				169,865.40
Pentland, Kerrie E	40,129.10	5,966.45			46,095.55
Phillips, Geoffrey E	71,254.39	15,595.32		12,536.41	99,386.12
Powers, Thomas J	70,575.73	33,058.24		8,672.37	112,306.34
Ryder, Sean P	67,178.18	28,604.09		14,565.21	110,347.48
Skinner, Brian J	74,786.03	32,801.36	425.00	337.32	108,349.71
Vardakis, Christopher P	34,459.49	1,155.53		4,150.95	39,765.97
Whittle, John R	60,419.47	21,234.11	2,000.00	63,290.03	146,943.61
Wisniewski, Joshua S	61,896.18	9,472.00	300.00	35,520.33	107,188.51
McDonough, Margaret	56,085.43	1,456.94	500.00		58,042.37
<b>FIRE</b>					
Ambriscoe, Michael	145,013.76		350.00		145,363.76
Bates, Vance	64,410.35	26,413.62	350.00		91,173.97
Black, Nicholas W	59,398.25	17,691.57		604.21	77,694.03
Clarke, Ryan	66,647.08	19,816.89	250.00		86,713.97
Connick, Peter E	101,650.90		2,000.00		103,650.90
Delande, William A	67,947.81	44,008.13	800.00	788.10	113,544.04
Depasquale, David M	71,650.59	29,174.83	1,200.00	630.48	102,655.90
Fellman, Violet A	70,691.00	8,130.60	600.00		79,421.60
Field, William RC	59,263.50	25,917.82		866.91	86,048.23
Fietz, Harrison R	786.50				786.50
Flynn, Matthew R	75,548.85	47,496.16	2,000.00	367.78	125,412.79
Hansen, Katrina	63,980.51	10,579.70	2,692.28		77,252.49
Heller, Mark R	69,183.84	43,257.67	425.00		112,866.51
Henderson, Stacey A	65,831.70	27,889.66	500.00	315.24	94,536.60
Higgins, Mark A	71,072.82	34,684.36	500.00	840.64	107,097.82
Holmes, Ryan C	62,131.70	11,514.45	425.00	394.05	74,465.20
Hunter, Timothy J	64,455.49	32,735.93	500.00	788.10	98,479.52
Laplante, Adam S	1,130.50	182.00			1,312.50
Long, Scott A	65,125.50	26,698.37	350.00	262.70	92,436.57
Lyman, Constance L	6,124.00	208.00		367.78	6,699.78
Martin, Suzanne A	43,657.60		1,300.00		44,957.60
McGrath, Rachel S	1,768.00	175.50			1,943.50
Moore, Kevin J	61,436.80	5,467.96	1,200.00	577.94	68,682.70
Pennypacker, Craig H	708.00			446.59	1,154.59

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>FIRE</b>					
Ready, David	70,055.92	33,957.12	1,600.00	840.64	106,453.68
Ricard, Shawn M	25,788.77	6,219.54			32,008.31
Ruggiere, Nicholas P	60,878.26	16,486.21		315.24	77,679.71
Shevory, Richard	71,026.51	21,231.11	350.00		92,607.62
Silvester, Ralph	68,754.03	64,297.27	350.00	210.16	133,611.46
Smith, Gerard C	67,871.52	48,671.92	600.00	577.94	117,721.38
Tavano, Justin T	63,016.06	31,056.40	300.00	210.16	94,582.62
Wirtz, Wallace F. N	73,750.59	39,145.41	1,200.00	262.70	114,358.70
Young, James A	24,426.71	4,768.26			29,194.97
<b>COMMUNITY DEVELOPMENT</b>					
Badera Jr., James A	1,591.92				1,591.92
Brigham, Anna	2,504.32				2,504.32
Buck, Patricia E	41,038.07	4.99	350.00		41,393.06
Clark, Sarah B	39,133.77	939.87			40,073.64
Clarke, Michele A	57,382.41	95.60	300.00		57,778.01
Holbrook, Kristen E	6,004.07				6,004.07
Lagg, Paul J	76,093.62		500.00		76,593.62
Liska, Paula M	21,531.75				21,531.75
McCarty, Jeffrey R	42,619.19		699.96		43,319.15
McManus, George F	24,947.20	958.64			25,905.84
Olkola, Eric R	24,947.20		212.50		25,159.70
Post, Justin J	66,334.08	189.84			66,523.92
Ruffer, Deanna L	95,327.36				95,327.36
Thatcher, Lynn T	72,329.29		1,200.00		73,529.29
<b>SHELLFISH</b>					
Denn, Robert F	1,296.76				1,296.76
Doane, Shannon R	3,703.39				3,703.39
Dobbins, John F	1,256.15				1,256.15
Fairbanks, Benjamin C	3,925.32				3,925.32
Hutchinson, Thomas P	1,952.26				1,952.26
Kenneway, Matthew M	7,694.00				7,694.00
Reeder, Chasity D	3,481.45				3,481.45
Sampson, Lawrence W	1,905.94				1,905.94
Simonitsch, Mark A	990.40				990.40
Vitale, Dominick J	1,046.76				1,046.76
<b>HARBORMASTER</b>					
Concannon, Leo V	6,699.00				6,699.00
Davis, David M	11,686.00	540.00			12,226.00
Deeg, Thomas J	9,938.50				9,938.50
Dermody, Thomas B	6,690.00	461.25			7,151.25
Holm, Jason B	24,762.40				24,762.40
Horne, James M	13,400.00	1,455.00			14,855.00
Janglee, Rishie J	5,520.75	127.50			5,648.25
Neiser, William F	17,136.00	445.50			17,581.50
Rocanello, Susan K	67,886.32	3,568.19	1,000.00		72,454.51
Ryder, Michael D	39,754.50	10,822.88			50,577.38
Sheppard, Peter A	4,572.75	78.00			4,650.75
Smith, Stuart F	96,750.30		2,000.00		98,750.30
Summers, John B	5,940.00	49.50			5,989.50

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>COASTAL RESOURCES</b>					
Dobbins, Mark P	4,196.02				4,196.02
DuVall, Patricia M	1,633.50				1,633.50
Felix, Allyson K	921.88				921.88
Gagne, Renee D	59,682.88				59,682.88
Hahner, Jeffrey	2,748.90				2,748.90
Higgins, John T	1,603.25				1,603.25
Hojnoski, Janine A	436.01				436.01
Hutchinson, Rachel C	50,427.52				50,427.52
Keon, Theodore L	74,500.88		1,000.00		75,500.88
Kolb, Peter C	3,419.52				3,419.52
MacMullan, John J	3,406.89				3,406.89
Phillips, Suzanne	12,398.25				12,398.25
St. Pierre, Donald	750.00				750.00
<b>HIGHWAY DEPARTMENT</b>					
Colby, Jeffrey S	114,472.24		600.00		115,072.24
Friend Jr, Gerald N	54,331.37	4,935.97	350.00		59,617.34
Friend, Adam J	5,888.00				5,888.00
Friend, Kenneth M	55,972.80	4,310.52	1,800.00		62,083.32
Gates, Brian G	52,052.80	4,835.75	1,000.00		57,888.55
Nickerson Jr, Crayton S	10,647.00				10,647.00
Powers, Brian L	50,449.69	3,106.08	350.00		53,905.77
Whalen, Jay K	712.50				712.50
White Jr, Paul L	66,390.47	16,180.61	2,000.00		84,571.08
<b>SNOW &amp; ICE</b>					
Barr, Thomas W		396.00			396.00
Bassett, Eric R	96.00	300.00			396.00
Bogue, Forrest O		2,860.00			2,860.00
Coholan, Richard E		1,027.50			1,027.50
Grover, James D		390.00			390.00
Leonard, John K		72.00			72.00
Lusher, David M	120.00	528.00			648.00
Peter, Richard V		204.00			204.00
Transfer Station					
Bremner, Jeffrey A	64,467.20	3,150.36	2,000.00		69,617.56
Eldredge, Joseph A	12,682.50	246.00			12,928.50
Gilley, Karl W	48,004.96	3,907.74			51,912.70
Koski, John J	3,221.63				3,221.63
Laurie, David	57,501.94	736.63	500.00		58,738.57
Leavenworth, Steven T	56,055.61	3,340.68	1,300.00		60,696.29
Underwood, Jennifer L	34,186.88	1,867.93			36,054.81
<b>WATER &amp; SEWER</b>					
Jones, Pamela J	49,352.28	4,208.09	350.00		53,910.37
Struna, Anna E	7,903.23				7,903.23
Young, Robin A	26,771.50				26,771.50
<b>CEMETERY</b>					
Goodspeed, Linda M	12,591.35				12,591.35
Health Department					
Beebe, Emily E H	30,045.02				30,045.02
Giorgio, Judith	67,771.50		425.00		68,196.50
Langlois, Dianne E	43,657.60	1,738.89	2,000.00		47,396.49

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>LABORATORY</b>					
Duncanson, Robert A	118,291.89		2,000.00		120,291.89
Slifka, Lara E	38,225.58	3.17			38,228.75
<b>COUNCIL ON AGING</b>					
Burr, Whitney H	293.26				293.26
Dalton, Katherine	6,235.38				6,235.38
Forsman, Penny G	21,311.93				21,311.93
Friedland, Kasey M	1,816.75				1,816.75
Golia, Gerald E	78.00				78.00
Hoerner, Pauline G	37,579.50		1,400.00		38,979.50
Hosmer, Richard	491.01				491.01
Kallstrom, Roger W	9,233.09				9,233.09
Parsons, George W	1,956.25				1,956.25
Robinson, Paul M	5,564.64				5,564.64
Shannon, Linda L	2,434.25				2,434.25
Souza, Eva M	31,719.19				31,719.19
Speakman, Amanda L	58,865.60				58,865.60
<b>PARKS &amp; RECREATION</b>					
Arvidson, Max H	1,335.00				1,335.00
Baldwin, Molly E	1,458.25				1,458.25
Barry, John M	3,630.76				3,630.76
Barry, Liam B	4,495.69				4,495.69
Borde, Kathryn V	3,509.64				3,509.64
Borges, Helene	43,657.60		800.00		44,457.60
Briody, Caitlin C	0.00				0.00
Briody, Justin D	3,460.13				3,460.13
Brown, Dylan	4,168.38				4,168.38
Brown, Taylor J	3,800.76				3,800.76
Callaghan, Charles G	5,036.27				5,036.27
Callaghan, India M	5,171.01				5,171.01
Callery, Brooke A	743.13				743.13
Callery, Jacqueline L	1,465.00				1,465.00
Callery, Leah A	573.75				573.75
Casady, Maggie A	1,590.75				1,590.75
Colby, Robert W	3,080.00				3,080.00
Constant, David J	49,983.02	1,210.39	1,500.00		52,693.41
Corres, Nilda I	1,555.00				1,555.00
Coulsey, Jacquelyn M	1,706.25				1,706.25
Coy, Frances R	2,438.13				2,438.13
D'Agostino, Danielle A	1,480.00				1,480.00
Deadrick, Elizabeth A	3,125.52				3,125.52
Deadrick, Margaret S	2,033.51				2,033.51
Deveau, Brian J	3,572.04				3,572.04
Devlin, Thomas Scott	7,062.50				7,062.50
Dickson, Emily E	876.13				876.13
Donahue, Dylan C	5,663.25				5,663.25
Driscoll, John P	1,127.50				1,127.50
Farrell, Georgia A	74,741.58		830.00		75,571.58
Fougere, Paul L	50,542.82	8,111.98	500.00		59,154.80
Fox, Dylan R	1,543.75				1,543.75
Frederick, Thomas H	2,964.50				2,964.50
Friend, Ronald A	47,605.93	6,132.01	250.00		53,987.94
Fulcher, Jared E	24,189.00	343.50			24,532.50
Fulcher, Jerauld W	24,230.25				24,230.25
Gatzogiannis, George E	42,338.09	3,782.96	250.00		46,371.05
Grosso, Kayla J	1,370.00				1,370.00



## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>PARKS &amp; RECREATION</b>					
Gustafson, Carl R	2,990.25				2,990.25
Hanna, Whitney R	1,517.25				1,517.25
Hardigan, Susan T	4,334.00				4,334.00
Hendrix, Nicholas A	92.25				92.25
Hillman, Alex S	1,564.50				1,564.50
Hyson, Marina G	1,325.00				1,325.00
Jones, Diana Beatrice	3,410.00				3,410.00
Keenan, Patrick A	1,249.25				1,249.25
Kelley, Jake F	3,935.33				3,935.33
Kelley, Ryan P	2,555.63				2,555.63
Kemp, Joshua A	1,582.88				1,582.88
Kendrick, John K	11,581.25	376.00			11,957.25
Kendrick, Rebecca	5,565.02				5,565.02
Kroessler, Daphne A	3,551.45				3,551.45
Lancot, Jeffrey P	5,159.77				5,159.77
Langlois, Brittany E	1,527.75				1,527.75
Likos, David C	16,699.87	247.50			16,947.37
Lucey, Conor T	3,536.76				3,536.76
Mack, Christopher P	1,650.00				1,650.00
McCowen, Kristina L	1,648.50				1,648.50
Mellen, Lauren E	6,253.13				6,253.13
Miele, Michael J	1,871.19				1,871.19
Moye, Julius C	1,622.25				1,622.25
Nadareski, Benjamin J	1,885.89				1,885.89
Niezgoda, Dean A	4,403.00				4,403.00
O'Brien, Matthew S	5,816.00	12.00			5,828.00
O'Laughlin, Shannon M	3,577.88				3,577.88
Paige, Bruce J	987.50				987.50
Payne, Jackson H	4,379.63				4,379.63
Powell, Sharon E	75,326.11		290.50		75,616.61
Proudfoot, Jill M	4,009.50				4,009.50
Quinn, Walter W	12,565.23	569.63			13,134.86
Rafuse, John L	577.50				577.50
Schepman, Ronnie L	9,505.67				9,505.67
Schultz, Alyssa M	1,711.50				1,711.50
Sequin, Alexandra M	1,163.75				1,163.75
Staake, Kevin S	2,058.50				2,058.50
Summers, Sean J	827.75				827.75
Sylvia, Timothy M	41,553.74	814.73	250.00		42,618.47
Tobin, Daniel L	126,186.10		2,000.00		128,186.10
Van Amson, Katherine P	3,572.01				3,572.01
Vaughan, Anne C	2,523.51				2,523.51
Vaughn, Patrick T	1,203.75				1,203.75
Verrilli, Andrew J	998.75				998.75
White, Joseph C	4,733.82				4,733.82
Williamson, Ryan L	1,630.00				1,630.00
Wilson, Scott J	6,753.75				6,753.75
Winkfield, Suzanne F	74,837.27		250.00		75,087.27
Carlson, Ian A	6,392.00				6,392.00
Gulotta, Vincent E	12,456.00	688.50			13,144.50
Politi, Colin J	8,343.00	756.00			9,099.00
Tuminelli, Nicholas F	7,464.00				7,464.00
Twombly, Hunter J	7,040.00	156.00			7,196.00

## Town of Chatham – 2013 Annual Wages

Name	Regular	Overtime	Longevity	Details	Total
<b>STIPENDS</b>					
<b>Airport Commission</b>					
Donovan, Peter	200.00				200.00
Hunter, Richard	400.00				400.00
Patterson, Nancy A.	200.00				200.00
Pennypacker, Craig H.	200.00				200.00
Rauscher, David S.	200.00				200.00
<b>Board of Assessors</b>					
Thomas Brown	1,500.00				1,500.00
John Burke	1,500.00				1,500.00
Robert Franz	1,750.00				1,750.00
<b>Board of Health</b>					
Broman, Ron	125.00				125.00
Gray, Mary Ann	125.00				125.00
Sheehan, Edward	125.00				125.00
Ward, Alan	125.00				125.00
Whittaker, Edwin					
<b>Board of Selectmen</b>					
Dykens, Jeffrey S	1,250.00				1,250.00
Roper, Timothy L	2,375.00				2,375.00
Seldin, Florence	2,125.00				2,125.00
Summers, Sean D	2,000.00				2,000.00
Sussman, Leonard M	2,000.00				2,000.00
Whitcomb, David R	750.00				750.00
<b>Cemetery Commission</b>					
Goodspeed, Jr., George	1,000.00				1,000.00
Hart, Stephen	500.00				500.00
Whitcomb, Susan	500.00				500.00
<b>Moderator</b>					
Litchfield, William G	600.00				600.00
<b>Registrars of Voters</b>					
LaPorte, Virginia	175.00				175.00
Tobin, Frank H.	175.00				175.00
Henry Welch	175.00				175.00

## Affordable Housing Committee

The Affordable Housing Committee (AHC) meetings are held on the second Tuesday of each month at 5:30 p.m. at the Chatham Community Center, unless otherwise posted. Additional meetings are called and posted when necessary. Meetings are open to the public.

In July 2013, the Massachusetts Department of Housing and Community Development approved Chatham's Affordable Housing Production Plan. The plan was put together by consultant Karen Sunnorborg, working closely with the Affordable Housing Committee and town support staff during numerous working and review sessions. The Affordable Housing Committee hosted a community stakeholder meeting (February 2013) to publicly vet the plan and solicit feedback. The plan was also formally presented to and unanimously adopted by the Chatham Planning Board and Chatham Board of Selectmen. This production plan contains important background information about Chatham's historic and current housing stock, housing goals and objectives, housing needs assessment, priority needs and demographic and income trends. The plan also includes several housing strategies including: *capacity building strategies, zoning/regulatory strategies, production strategies and direct assistance strategies*. This plan will serve as a blueprint and help guide the Town's plans for increasing its affordable housing stock for the next five years. The plan can be viewed on the Town of Chatham website under the Affordable Housing Committee webpage.

Following the approval of the Production Plan, the Committee has been working with town staff to formulate a short term work plan to start the process of implementing the strategies enumerated in the plan. The committee has started to focus on bolstering community outreach and education, through the development of new multimedia outreach materials. This work will be ongoing through 2014. The Affordable Housing Committee also lent its support to two Local Initiative (Friendly 40B) projects over the past year. The West Chatham Habitat for Humanity Project which will create five new affordable units (2 - two bedroom units and 2 - three bedroom units and the Levi's Path project which includes 2 - two bedroom dwelling units.

The Committee experienced several changes to its membership over the past year. The Committee would like to thank Mary McDermott for her long term of service, her dedication, leadership and knowledge as Committee Chair will be greatly missed.

The Committee would also like to thank Cindi Maul. Cindi brought a vast professional knowledge of affordable housing issues and her enthusiasm and good humor will be sorely missed. The Committee would also like to thank Valerie Loveland. During her short time on the Committee Valerie brought a wealth of practical knowledge and a provided beneficial feedback and suggestions on a variety of housing topics. We wish all of our former members all the best in their future endeavors. On another note, the Committee is excited to welcome its newest member, Reverend Nancy Bischoff. We are pleased to have Nancy's unique experience and insight on our team and the Committee is always on the lookout for new members.

We look forward in the coming year to working with other town Committees, local agencies and interested citizens to meet the affordable housing challenges ahead.

**Respectfully submitted,**  
**Shirley Smith, Chair**  
**Karolyn McClelland, Vice Chair**  
**Nancy Bischoff, Clerk**  
**Bruce Beane**

## Airport Commission

The Airport Commission is regulated by M.G. L. Chapter 90 and the Federal Aviation Administration (FAA) and Massachusetts Department of Transportation Aeronautics Division (MassDOT) grant assurances, these are available for viewing on our town website.

The Airport Commission along with our Fixed Base Operator (FBO), the Cape Cod Flying Circus has kept Chatham Municipal Airport (CQX) as one of the best maintained and secure general aviation airports in the Commonwealth of Massachusetts. This statement comes from MassDOT and who along with the FAA administers regulations and grant funding for our facility. All federal grant improvement projects are funded as follows: FAA 90%, MassDOT 5% and Town of Chatham 5%. These grant percentages change year to year based on the federal and state budgets. All state grant projects are funded MassDOT 80% and Town of Chatham 20%.

The Airport Commission is still progressing on our twenty year master plan, at this time we are in a delay and waiting to start construction of our Snow Removal Equipment (SRE) building. This building will garage our present and future equipment plus a workshop and storage. We are looking for a completion date of late Spring 2014. MassDOT also has provided the airport with runway painting and crack sealing and is in

the design stages for a new administration building.

The FBO through leased operations provides services that include refueling, flight school and sightseeing (Cape Aerial Tours) along with aircraft maintenance and repair (Stick & Rudder). Also the year round and independently owned restaurant, Hanger B has become a favorite with pilots, visitors and locals alike. SkyDive Cape Cod, the tandem parachute jumping operation has also been based at CQX. The future of this operation is still undetermined at this time pending FAA review.

The Airport Commission would like to thank our Airport Manager Tim Howard for his dedication to the facility, also to the Chatham Police Department for their security patrols of the airport and the Chatham Highway Department for the runway snow removal. In closing we would also like to thank our town staff liaison Terry Whalen and our secretaries Amanda Monahan and Candace Cook for keeping us organized.

**Respectfully submitted,**  
**Richard E. Hunter, Chairman**  
**Craig H. Pennypacker, Vice-Chairman**  
**Nancy A. Patterson, Commissioner**  
**David S. Rauscher, Commissioner**  
**Peter B. Donovan, Commissioner**

## Animal Control Officer

The year 2013 was a busy year in terms of wildlife issues for the Animal Control Department. We had numerous coyote complaints in the North Chatham area. We also noticed an increase in the number of calls of people leaving their dogs in vehicles during the hot weather.

This year, Bob Hughes, a long time citizen of Chatham, and I started the Chatham Pet Food Pantry. Our mission is to keep pets with their families and out of shelters during these difficult economic times. Donations of pet food and supplies were accepted all year and used to assist people with financial difficulties. So far, it has been a great success.

Please remember to vaccinate your cats and dogs against rabies this year. Even though we have not had any positive cases in Chatham, it may not be too long before it reappears. Also, all cats and dogs in town are required to be licensed yearly. Please bring a copy of your pet's up-to-date rabies certificate to the town clerk's office to obtain a new tag.

Lastly, I would like to give my sincere thanks as always to the residents of Chatham, all personnel who help me with my duties from the Chatham Health Department, the Chatham Department of Public Works, the Chatham Fire Department and the Chatham

Police Department. Thank you for your continued support and assistance.

**Respectfully submitted,**  
**Meg McDonough,**  
**Chatham Animal Control Officer**

<b>Total Calls for Service</b>	<b>419</b>
Dogs/Cats licensed	629
Selectman's Hearings	0
Dog/Cat Bites	12
Quarantines Issues	0
Dog/Cat Quarantined with	
Bites of Unknown Origin	5
Dogs Locked in Vehicles	17
Barking Dog Complaints	21
Bats Submitted for Rabies Testing	2
Humans Treated for Post Exposure	5
Loose/Lost Dogs	102
Lost/Found Cats	21
Cats Returned to Owner	3
Animals Surrendered	3 Cats
Adopted Animals	3
Coyote/Fox Complaints	10
Marine Mammal Issues	12
Deer Hit by Vehicles	4
Loose Livestock Issues	5
Fines Levied	\$355.00

#### Wildlife Picked Up

Rabbits	3
Possums	2
Swans	2
Turtles	2
Skunk	1
Osprey	1
Hawks	2
Raccoons	6
Seagulls	3
Foxes	1
Snakes	2
Bats	3
Cormorant	1

#### Stable Inspections

Horses	21
Ponies	13
Donkeys	5
Sheep	2
Goats	13
Chickens	75
Rabbits	6
Cow	1

## Aunt Lydia's Cove Committee

Most of the Aunt Lydia's Cove Committee 2013 meetings were concerned with the Fish Pier docking permits and the vehicle parking in the upper and lower lots.

Prior to 2013 the number of docking permits issued to commercial boats using

the Pier was 100. Our committee voted to raise that to 120 with certain conditions. The reason for the increase was the anticipation and accommodation of the greater number of dogfishing boats under 30 feet in length wishing to offload at the Pier.

Parking at the Fish Pier is always a challenge from June through September. Vessel owners, crews, fish market employees and patrons, charter boat, tour boat and beach shuttle customers, camp owners, CBI guests and workers, and fish pier visitors all use the very limited space in the upper and lower lots. We discussed solutions at many meetings including one with a very large public forum. We presented only one suggestion to reduce lower lot congestion to the BOS in 2013 and it was rejected. This committee remains committed to ameliorate the parking problem at the Pier and will be submitting more of our ideas to the BOS before the 2014 summer season begins.

**Respectfully submitted,**  
**Ken Eldredge, Chairman**

## Barnstable County Assembly of Delegates

The Assembly of Delegates is the legislative branch of Cape Cod Regional Government (also known as Barnstable County government). Each town within the county is duly represented on the Assembly of Delegates. Delegates are elected by the voters from each town for a two-year (calendar) term.

On Tuesday, November 6, 2012, delegates were elected to serve and on January 2, 2013 assumed their duties and began the thirteenth session (2013 - 2014) of the Assembly of Delegates. Ronald Bergstrom (Chatham) was elected Speaker, Teresa Martin (Eastham) was elected Deputy Speaker, and Janice O'Connell continued as the Assembly Clerk.

The Assembly of Delegates holds regular meetings on the first and third Wednesday of each month at 4:00 p.m. in the Chamber Hall of the Assembly of Delegates, First District Courthouse, Barnstable, MA. The vote of each delegate is a weighted vote based on the 2010 U. S. Decennial Census. Barnstable has the largest weighted vote of 20.92% and Truro has the smallest weighted vote of 0.93%.

The legislative powers of county government are vested in the Assembly of Delegates, and except as provided in the Barnstable County Home Rule Charter, the acts of the Assembly of Delegates are required to be by ordinance. Ordinances are brought forward to the Assembly of Delegates and

then referred for review and discussion to a Standing Committee of the Assembly by the Speaker prior to receiving a recommendation from the committee for a vote by the full Assembly. The public has the opportunity to participate in the process when a proposed ordinance is scheduled for a public hearing by the appropriate Standing Committee.

Delegates are appointed to serve on the Standing Committees of the Assembly and may also be appointed to serve on special committees. There are six Standing Committees of the Assembly of Delegates.

- **Economic Affairs:** addresses economic development in Barnstable County
- **Finance:** reviews the budget and looks at every major decision rendered by the Barnstable County government that has financial implications including inter-governmental fiscal policies and procedures
- **Governmental Regulations:** address all matters relating to the Regional Policy Plan (committee composition consists of the Chairs of all other Standing Committees)
- **Health and Human Services:** addresses matters relating to public health, social services and housing
- **Natural Resources:** addresses matters relating to environmental matters
- **Public Services:** addresses matters relating to public services

Members of each Standing Committee will review the components of all proposed ordinances assigned to and under consideration by each appropriate committee prior to issuing a report to the full Assembly.

An important and significant responsibility of the Assembly is the review and adoption of the proposed FY budget that is submitted to the Assembly of Delegates by the Board of County Commissioners (executive branch of Barnstable County government). Standing Committees meet with department managers, review their budgets and programs, look at the goals and effectiveness of each program, and consider information that is gathered through the public hearing process prior to making a recommendation to the full Assembly for a vote. This budget process typically takes place between February and May of each year.

During FY 2013 (July 1, 2012 through June 30, 2013), the Assembly of Delegates adopted seven ordinances (#12-07 through 12-09, and 13-01 through 13-04). A complete list of all ordinances adopted by the Assembly of Delegates is available upon request or can be viewed on the county website at [www.barnstablecounty.org/assembly-of-delegates/ordinances](http://www.barnstablecounty.org/assembly-of-delegates/ordinances).

Below is a list of the Standing Committees and Special Committees, and a description of



the ordinances and subject matter that were reviewed by the committees and ordinances adopted by the Assembly during fiscal year 2013.

## Finance

- Supplemental appropriation to FY 2013 budget for IT Services / Technical Support: \$88,000. – **Ordinance 12-08 adopted by Assembly on 9/19/12.**
- Supplemental appropriation to FY 2013 budget for County Services to continue conversion of County facility (jail's former gym) to health laboratory: \$494,190 – **Ordinance 13-01 adopted by Assembly on 3/6/13.**
- Supplemental appropriation to FY 2013 budget for Public Safety for Fire Training salaries, equipment, and supplies: \$45,160 and County Services for Dredge salaries: \$12,000 – **Ordinance 13-02 adopted by Assembly on 5/1/13.**
- Appropriations for Barnstable County FY 2014 operating budget: \$27,875,846 – **Ordinance 13-03 adopted by Assembly on 5/1/13.**
- Supplemental appropriations to FY 2013 budget for Miscellaneous & Contingency Legal Services for Special Counsel for Charter review process: \$20,000 – *as Proposed Ordinance 13-06 failed to pass Assembly on 6/19/13.*

## Government Regulations

- Amendment of the Regional Policy Plan per Section 8H of Chapter 716 of the Acts of 1989 – **Ordinance 12-07 adopted by Assembly on 7/18/12.**

- To create the position of Director of Administrative Services and Finance – **Ordinance 12-09 adopted by Assembly on 11/7/12, rejected by Board of County Commissioners and re-passed by Assembly on 12/5/12.**
- To amend Section 7 (vii) of Chapter A, Enabling Regulations of the Code of Cape Cod Commission to add a rule for qualification after one missed hearing by member(s) – **Ordinance 13-04 adopted by Assembly on 5/15/13.**

## Economic Affairs, Health & Human Services, Natural Resources, and Public Services

- Reviewed and recommended department budgets to the Finance Committee for FY 2014 proposed operating budget – **adopted by Assembly on 5/1/13 as Ordinance 13-03.**

If you have any questions about the operation or structure of the Assembly of Delegates please contact the Assembly Clerk via the following: Janice O'Connell, Clerk, Telephone (508) 375-6761, Fax: (508) 362-6530, E-mail: aofd@barnstablecounty.org

**Respectfully submitted,  
Janice O'Connell, Clerk**

## Bikeways Committee

The Bikeways Committee was formed in the fall of 2003 to serve as an advisory committee to the Board of Selectmen and was given the following charge:

1. To advise, in concert with the Town's public safety officials, on the creation of

rules and regulations governing the use of the Town's Bike Paths with emphasis on safety and security.

2. To advise on the physical implementation of those rules and regulations via signage, markings, bike racks and security both on the Trail and within the Town.
3. To advise and recommend on additional local Trail connections via dedicated trails or share the road access.
4. To advise and recommend on connections to other towns.
5. To maintain bicycle safety and education programs in both the community and the schools.
6. To represent Chatham at meetings with other regional Bike Path groups.

The Committee meets monthly and worked diligently during 2013 on many aspects of bicycling in Chatham including monitoring conditions on the Old Colony Rail Trail (OCRT) through regular use by Committee members. The following are some specific accomplishments of the Committee in 2013:

- In May we held the second annual Tour de Chatham, a scenic bicycle tour of the town using The Scenic Bike Route and the Old Colony Rail Trail with beginning and ending points at Oyster Pond.
- We conducted the annual Bicycle Safety Rodeo for children in May in conjunction with the police department. It was held at the PD/Annex Property on George Ryder Road.
- We collaborated with other town bicycle committees.
- The Committee participated in Bay State Bike Week events.
- The Committee continued to stay involved in the planning process for the West Chatham Corridor improvement project and the Crowell Road/Route 28 Intersection Improvement projects. Other long range planning for bicycle transportation was also part of the committee's work in 2013.
- An educational program to address bicycle safety was begun and will include collaboration with other town departments and private groups.

**Respectfully submitted,  
Ronald Holmes, Chairman  
Wayne Gould, Vice-Chairman  
Karen McPherson, Secretary  
Deborah Swenson  
Douglas Nichols  
David Widing  
Stephen Wardle**

## Thirteenth Session of the Assembly of Delegates Town Representation during FY 2013 – 7/1/12 through 6/30/13

Delegates	Town	% Weighted Vote
Richard Anderson	Bourne	9.15%
Cheryl Andrews	Provincetown	1.36%
Ronald Bergstrom	Chatham	2.84%
Leo Cakounes	Harwich	5.67%
Ned Hitchcock	Wellfleet	1.27%
Christopher Kanaga	Orleans	2.73%
James Killion	Sandwich	9.58%
Marcia King	Mashpee	6.49%
Teresa Martin	Eastham	2.30%
Suzanne McAuliffe	Yarmouth	11.02%
Deborah McCutcheon	Truro	0.93%
John Ohman	Dennis	6.58 %
Patrick Princi	Barnstable	20.92%
Anthony Scalese	Brewster	4.55%
Julia C. Taylor	Falmouth	<u>14.61%</u>
		100.00%

## Board of Assessors

The Assessors Department successfully completed the Fiscal Year 2013 State mandated triennial revaluation of all real and personal property in the Town of Chatham. The required Preliminary Tax Bills were issued for Fiscal Year 2013 in October 2012 while the DOR mandated comprehensive field review (which was approved at Special Town Meeting held on August 27, 2012) was conducted. Once the field review was completed, the proposed values were made available for public review then submitted for certification in February 2013. Shortly thereafter, the revaluation was approved and Actual Tax Bills were mailed out April 29, 2013.

The website appearance of the Assessors' database has changed slightly to increase user ease while still being accessed by logging onto the Town of Chatham website at [www.chatham-ma.gov](http://www.chatham-ma.gov); "Departments", select "Assessing" then "Link to Assessors' Online Database". The Assessors Maps are accessed through the GIS under "Quick Links" with the updated Maps-On-Line.

The Board would like to thank Holly Cabot for her service of over thirteen years to the Town of Chatham, as she retired in April 2013. Candace Cook successfully completed MAOA Course 2 in March and Course 3 in September 2013. Congratulations to Cathy Schaeffer for receiving her Massachusetts Association of Assessing Officers designation as an Accredited Assessor in March 2013.

The Assessor's Office continues to provide quality customer service as the Town's US Passport Acceptance Facility. From October 1, 2012 to September 30, 2013, 134 passport applications were accepted. A strong number of those are visitors to our Town.

The Board wishes to express their appreciation to the entire Assessing staff. Their diligent work and attention to detail are to be commended.

**Respectfully submitted,**  
**Robert B. Franz, Chairman**  
**Nick Brown**  
**John Burke**

## Board of Health

During the year the Board of Health had 10 regular meetings and 7 staff meetings allowing for 29 hearings/discussions, of which 16 were variance reviews, 10 site visits and continued oversight of new or repaired septic systems.

An Open Meeting Law presentation was held in April for members of the Board.

In early June the members met with Park

& Recreation Commissioners and staff at Lighthouse Beach and again walked beyond the southeastern point of the spit. Several members of the Board still have issues about the signage and staffing of the beach.

In September, the proposed Walking Path at Volunteer Park was discussed again but was put off for more information.

The discussion on fertilizer and herbicide use was also deferred until more information becomes available.

In December the Board received annual Emergency Dispensing Site/Strategic National Stockpile training from the Department of Public Health.

The Board wishes to thank the staff for their assistance throughout the year.

**Respectfully submitted,**  
**Ronald C. Broman**  
**Edwin Whittaker**  
**Dr. Alan Ward**  
**Mary Ann Gray, Vice Chairman**  
**Edward Sheehan, Chairman**

## Cable Advisory Committee

Currently the Cable Advisory Committee consists of three (3) voting members.

The mission of the committee is to be called on from time to time to convene for the purpose of discussing and making recommendations on cable related topics, and in particular the Town's cable television contract. The current members are:

Huntley Harrison (Chairman)  
Richard Garvin  
Lisa Franz

The current cable television contract between the Town of Chatham and Comcast runs from January 2011 through January 2021. The Cable Advisory Committee was involved in the contract negotiations leading up to this ratified contract, and subsequently researched and made recommendations for the additional contract with Cape Cod Media Center to fund the Public Access channel. The committee will be reviewing the performance of Cape Cod Media Center in 2015/2016 as that contract has a five year review of performance. Given the dates of contract review and involvement, the committee spent the majority of 2013 focusing on Chatham Today, a monthly video chronicle of events and current Chatham information that is produced with the assistance of Chatham Channel 18 staff. The committee produced monthly segments throughout the year, and during particularly busy months, produced two segments per month. The segments run on Channel 99 (Public Access) and if the

content is not calling attention to specific private businesses, also run on Channel 18. Additionally, the segments produced in 2013 attempted to market area museums, and other not for profit enterprises in Chatham through on-location productions.

Moving forward into 2014, the committee will again focus on Chatham Today programming. The committee would like the Board of Selectmen to consider a modest budget for the committee to pay for certain marketing expenses and equipment. Currently, all marketing efforts are confined to free sources, and Chatham Channel 18 is handling any need for equipment and media. A small budget would be helpful to further the outreach of this important Chatham resource in the form of additional marketing, and help defray the cost of certain equipment items used exclusively for this production.

**Respectfully submitted,**  
**Huntley Harrison, Chair**  
**Richard Garvin, Lisa Franz**

## Cape Cod Commission

The Cape Cod Commission is the regional land use planning, economic development, and regulatory agency created in 1990 to serve the citizens and 15 towns of Barnstable County, Massachusetts. The Commission's mission is "to keep this special place special," and the agency strives to achieve technical excellence, environmental protection balanced with economic progress, and regional consensus. The Commission pursued the following **regional priorities** for Fiscal Year 2013 (July 1, 2012 to June 30, 2013):

**1. Wastewater Management** – Related to this priority, this year the Commission prepared an initial Regional Wastewater Management Plan to serve as a framework and a set of tools to help begin identifying several water quality solutions for each watershed across the Cape. The Commission also prepared a guidance document for the agency's regulatory review of local Comprehensive Wastewater Management Plans (CWMPs), conducted a Cape-wide buildout analysis to support local and regional planning, developed the Watershed MVP application for technical experts and municipalities to explore various potential management scenarios, developed a "green infrastructure" siting tool as a companion to the Watershed MVP, and pursued pilot projects to better understand green approaches to treating wastewater and stormwater. In January 2013, the Commonwealth of Massachusetts directed the Cape Cod Commission to prepare an update to the 1978 Area-wide Water Quality

Management Plan for Cape Cod, a requirement under Section 208 of the federal Clean Water Act. The Commission subsequently developed a Program Work Plan for the 208 Update and has embarked on that work plan. The work plan has an ambitious set of tasks to complete within three years, the bulk of which is to be completed in FY2014. The Commission and its consultants are tackling the technical analyses, planning, financial, and public participation requirements for the 208 Update simultaneously. Stakeholders are engaged in the program's policy, affordability, financing, planning, and implementation issues, and in watershed- or basin-specific issues, needs assessments, evaluation of alternatives, and evaluation of costs. The overall goal is to identify the most cost-effective, appropriately scaled and phased solutions on a watershed-by-watershed basis, focusing on the most severely impaired waters and the most easily and affordably implemented solutions while maximizing the use of existing infrastructure.

**2. Strategic Information Office** – Related to this priority, this year the Commission helped establish a governance committee. The Smarter Government Steering Committee then executed a data-sharing agreement with Cape towns to collaborate on opportunities for digital regionalization and recommend potential regional solutions for services and products that increase governmental efficiency and decrease costs to taxpayers. One example activity is the development of an “ePermitting, Licensing, and Inspection System” that is under development now. When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors. The system uses a common technology infrastructure and software that can be adopted regionally but tailored to each town.

**3. Community Design Services** – Related to this priority, this year the Commission managed a number of complex planning projects for which the staff provided community design services to Cape municipalities. Design services can focus on land use, streetscape, roadway, development patterns, transportation alternatives such as bicycle and pedestrian amenities, stormwater management, sustainable landscape design, and more. Design services are frequently integrated through Regional Economic Strategy Executive Team (RESET) assistance projects, which offer a multi-faceted, multi-disciplined approach to community and economic development planning.

**4. Economic Development** – Related to this priority, the Commission continued to pursue the implementation of priority projects that were identified in the Five-year (2009-2014) Comprehensive Economic Development Strategy (CEDS). This year the focus was on wastewater management planning in economic centers; continuation of the SmarterCape Initiative to promote the use of technology infrastructure that helps the region's economy evolve from service-based to knowledge-based; and initial work on a comprehensive Cape Cod Canal area transportation study, which includes considering major congestion, safety, and community/economic issues associated with the bridges and the rotaries.

**5. Regional Consensus** – Related to this priority, the Commission coordinated a number of ongoing planning and policy-making endeavors striving to achieve consensus across the region. In addition to the activities mentioned above, the Commission embarked on a consensus-building update to the Joint Land Use Study (JLUS) for the Massachusetts Military Reservation and surrounding communities. The US Department of Defense-funded planning process between the military installation and the communities of Bourne, Falmouth, Mashpee, and Sandwich aims to ensure that future community growth and development is consistent with the military training and operational missions and to help reduce the impacts of military operations on the adjacent land. The Commission also continued to help Cape communities prepare Multi-Hazard Mitigation Plans for FEMA certification and potential future funding.

In addition to the Cape-wide regional services and programs that the Cape Cod Commission pursues each year (the highlights mentioned above), each of the 15 municipalities in Barnstable County receives direct assistance from the Commission that is tailored to that community's specific needs. **Some highlights of Cape Cod Commission activities specific to the Town of Chatham during Fiscal Year 2013 follow.**

### **Planning, Community Development, and Technical Services**

#### **PLANNING**

- The Commission's planning and technical staff are conducting a land use planning/visioning study of the Route 28 corridor from the Crowell Road intersection to the Harwich town line to address local concerns about the form and layout of future development along the roadway. The study is examining land use and streetscape issues adjacent to but not including the roadway

itself. The study is identifying potential opportunities to enhance or change development patterns along the corridor and/or other streetscape improvements consistent with Chatham's Local Comprehensive Plan, for consideration by the town and the public. The Commission conducted two workshops to support this study, with a third workshop planned for September 2013. More information is available online: [www.capecodcommission.org/departments/planning/design/route28visioning](http://www.capecodcommission.org/departments/planning/design/route28visioning)

#### **TRANSPORTATION**

- The Commission's transportation staff conducted annual summer traffic counts in Chatham, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: [www.capecodcommission.org/departments/technicalservices/transportation/counts](http://www.capecodcommission.org/departments/technicalservices/transportation/counts)
- Roadway segments and intersections in Chatham included Route 137 south of Middle Road and south of Queen Anne Road, Route 28 east of Barn Hill Road, Route 28 at the north and west ends at the Harwich/Chatham town lines, Route 28 west of Stoney Hill Road, Main Street west of Chatham Bars Avenue, Morton Road north of Charles Street, Old Comers Road west of Route 28, Old Queen Anne Road north and south of Stepping Stones Road, Queen Anne Road east and west of Route 137, and Sam Ryder Road north of Middle Road.

#### **WATER RESOURCES**

- The Commission's water staff continues to support the town's work to implement its long-range Comprehensive Wastewater Management Plan and Adaptive Management Plan. The town completed the treatment facility and main sewer trunk-line construction in 2012 and is seeking State Revolving Loan Fund funding for the next stage of sewer expansion in the nitrogen-sensitive Stage Harbor watershed system. The town also signed an agreement with the Town of Harwich to evaluate using a portion of the Chatham plant's treatment capacity for the eastern portion of the shared Pleasant Bay watershed.

#### **GEOGRAPHIC INFORMATION SYSTEM (GIS)**

- The Commission's GIS staff supported all of the above as necessary, including providing continued mapping support and buildout analysis for the Commission's planning department as it pursues the land use planning/visioning study for a portion of the Route 28 corridor.



## STRATEGIC INFORMATION OFFICE

- The Cape Cod Commission, with funding from a 2012 state Community Innovation Challenge Grant, began working with the town on an E-Permitting, Licensing, and Inspection System. (The towns of Chatham, Yarmouth, and Nantucket were the first to be involved in development of the system; Harwich and Provincetown will also become involved in Fiscal Year 2014.) When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure and software adopted regionally but tailored to each town.
- The Commission's GIS staff continues to support the regional e-permitting project by providing right time standardized datasets to Accela, the vendor for the project. Working with a third-party contractor, GIS staff created a procedure for receiving bi-weekly feeds from the assessing vendors in the towns of Chatham and Yarmouth. Those weekly feeds are processed into a standardized format and delivered to Accela. The automation process can be applied to other towns as they implement e-permitting. GIS also spent effort on standardizing the GIS layers that Accela access in their Online map service. GIS hosts these maps on their Online Server for Accela to access.

## Regulatory Activities

### DEVELOPMENT OF REGIONAL IMPACT (DRI) MINOR MODIFICATIONS – TYPE #1

- The Commission's executive director approved requested minor modifications to a previously approved decision for the Chatham Airport Solar Array (TR04012) on 5/8/13.

### DRI CERTIFICATES OF COMPLIANCE

- A Final Certificate of Compliance was issued on 8/3/12 for the Chatham Revetments, Phase 1 (TR92055) DRI.
- Preliminary Certificates of Compliance:
  - Commerce Park/Chatham Cellular Tower Extension (HDEX10003) – Issued on 6/13/12 for the Verizon Installation
  - DuPont Historic Residence – 3 Main Street (TR12005) – Issued on 11/14/12

### OTHER REGULATORY ASSISTANCE

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed 174 Eastward Road Beach Nourishment project. Comment letter submitted on 9/11/12.

For more information about the Cape Cod Commission, visit the web site:  
[www.capecodcommission.org](http://www.capecodcommission.org)

## Cape Cod Regional Technical High School District

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school and provides an opportunity to acquire high quality technical, academic, and social skills preparing students for success in our changing world. The CCRTHS district draws students from 12 towns extending from Mashpee to Provincetown. For school year 2012-2013, we had 656 students enrolled in 17 different technical programs and with an operating budget of \$13,138,859. The town of Chatham had 23 students enrolled on October 1, 2012. The assessment for Chatham in FY13 was \$314,638.

### Technical Areas of Study

- Auto Collision Technology
- Dental Assisting
- Health Technology
- Auto Technology
- Early Childhood
- Horticulture
- Carpentry
- Electrical
- Information Technology
- Cosmetology
- Engineering
- Marine Services
- Culinary Arts
- Graphic Arts
- Plumbing
- Heating, Ventilation, and Air Conditioning
- Welding

### Highlights from Cape Cod Tech 2012-2013 School Year

- Graduated 157 seniors in June 2013.
- CCRTHS students meet the same academic standards required by the state for all of the sending schools.
- 38% of the graduating class (41 students) received John and Abigail Adams Scholarships.
- The Social Studies Department, in coordination with the Principal, has developed a U.S. History Advanced Placement Course to be implemented next academic year.
- Students were offered the first Advanced Placement course in English at CCRTHS.
- CCRTHS received a STEM Grant to introduce biomedical classes.
- A new record of 43 members of the National Technical Honor Society graduated in 2013.
- Prepared students for success in college and careers by participating in school wide literacy practices which included choosing a trade-related book for summer reading.
- Improved community relations by servicing the public in our shops at the school.
- Broadened the professional skills of staff to provide effective leadership, instruction, and support services that foster student success by participating in a variety of training and classes.
- SkillsUSA State level competitions results: one student received a gold medal in Diesel Equipment and will be competing in the national competition; six students won silver medals in Marine Service Technology, Prepared Speech, Employment Application, and Career Pathways Arts and Communication; three students won bronze medals in Marine Service Technology, Career Pathways Natural Resources, and Career Pathways Arts and Communication.; one student won Best of Show in TECHSPO – Metal Fabrication and Welding, and is going to the nationals; one student selected as a National Voting Delegate.
- SkillsUSA District level competitions results: three students received gold medals in Diesel Equipment, Dental Assisting, and Marine Service Technology; three students received silver medals in HVACR, Computer Maintenance, and Marine Service Technology; three students won bronze medals in Dental Assisting, Commercial Baking and Marine Service Technology.
- Massachusetts 2013 FFA State Convention results: two students won first place for Power, Structural and Technical Systems Division IV, Agri-Science Fair; four students won third place Team for Nursery, Landscape Career Development Event; one student won third place for Environmental Services/Natural Resource Systems Division II, Agri-Science Fair; two students won FFA Chapter second place for Chapter Exhibit; one student received State Convention Courtesy Recognition.
- In the Cosmetology Department, eight seniors earned 1000 hours and were eligible to take the state board exam. All eight students passed the exam.
- The Auto Collision Department increased Co-op opportunities with local employers.
- At the Mass Auto Dealers competition, one of our students won first place.
- The Carpentry department was very involved with the addition on the Crosby Mansion in the town of Brewster.



- Culinary Arts provided the food service for the Cape Cod Chamber of Commerce Home and Garden Show as a shop fundraiser for the newly established Jean Gage Memorial Scholarship.
- All seniors in Dental Assisting participated in a 5-week internship alongside staff in local dental offices. We continue to receive very positive feedback about the students in this program.
- The Early Childhood Education Department received commendations for the shop program during the NEASC process. The ECE shop also finalized an articulation agreement with Cape Cod Community College at the end of the 2012 school year.
- The entire curriculum in the Electrical Department has been digitized so students can access it on the web either by Moodle or Google Notes. The wiring methods shop area has been rebuilt and redesigned to accommodate the increased number of students and to better serve their needs.
- CCRTHS received health site approval for CNA Program by the Department of Public Health.
- The Horticulture Department received accolades for landscaping the Cape Cod Museum of Art. Other community organizations Horticulture served were Barnstable Senior Center, Harwich Family Pantry, Harwich Historical Society, Camp Lyndon YMCA, Harwich Garden Club, and Orleans Conservation Trust.
- Information Technologies did a community service learning project by building a web site for the Town of Harwich – [harwich-farmersmarket.org](http://harwich-farmersmarket.org).
- The Plumbing /Heating Department was commended for starting the Tri-Tech Consortium.
- Seventy-four students did Co-op Internships.
- The Health Education Department continued work with community agencies as partners in the health classroom. Independence House educator worked with at-risk students and the Sheriff's Department and Harwich Police Department have presented in the classroom.

Please encourage students to take advantage of the opportunities our public technical school provides at CCRTHS. Visit our website: [www.capetech.us](http://www.capetech.us) for more information.

**Respectfully submitted,**

**Patricia Siewert, Chatham School  
Committee Representative to CCRTHS  
Buck Upson, Chatham School Committee  
Representative to CCRTHS**

## Cape Cod Regional Transit Authority

The Cape Cod Regional Transit Authority (CCRTA) has provided in Chatham 24,900 one-way passenger trips from July 2012 through June 2013 (FY13).

CCRTA provided 57 general public clients in Chatham with DART (Dial-a-Ride Transportation) service during FY13. These clients took a total of 1,286 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 179,373 in FY12 compared to 200,536 in FY13.

CCRTA FY13 records for the Boston Hospital Transportation service indicates 19 Chatham residents took 150 one-way trips on this service.

The fixed route Hyannis to Orleans (H2O) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham and Orleans along the route 28 corridors. A total of 20,913 one-way trips originated in Chatham for the H2O route for the period July 2012 through June 2013; total ridership for the H2O route for this period was 155,717.

CCRTA supplied the Chatham Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 2,701 rides from July 2012 to June 2013.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources.

**Respectfully submitted,  
Tom Cahir, Administrator**

## Cape Cod Water Protection Collaborative

Wastewater management continued to be the primary focus for the Collaborative this year. The discussions focused on the evaluation of a regionalized approach to wastewater management and the potential savings offered by regional watershed based approach and a thorough vetting of alternative management approaches. The Collaborative continued to be a forum for towns to obtain information on best practices and guidance from the experiences of other towns throughout the region.

In January 2013, Barnstable County, acting through the Cape Cod Commission, was directed by the Commonwealth of Massachusetts to prepare an update to the 1978 Section 208 Area-Wide Water Quality Management Plan for Cape Cod.

This plan will be a comprehensive Cape-wide review of water quality issues facing the region, but will focus initially on nutrient management and water quality planning for Cape Cod's coastal embayments. The Commonwealth provided \$3 million to accomplish this task with the condition that a draft plan be completed within 12 months. A draft of the work plan is available at: [www.capecodcommission.org](http://www.capecodcommission.org).

The Cape Cod Water Protection Collaborative recently reinstated monthly Governing Board meetings and reconstituted its Technical Advisory Committee (TAC) to provide input into the 208 Plan Update. The TAC was a key player in the review and shaping of the technologies matrix that formed the basis for the evaluation of appropriate management techniques. In addition, a Regulatory, Legal, and Institutional (RLI) Work Group, with representation from DEP, EPA, the Cape Cod Commission, the Army Corps of Engineers and other State and Federal partners, will address the potential need for regulatory reform and other challenges associated with planning and implementation. Other ad hoc committees will be established, as necessary. The Collaborative, through its Executive Director, is fully involved and engaged in this effort.

The Commonwealth expects the 208 plan and its underlying analysis to reflect the County's focus on the individual watersheds of each embayment as the most logical management unit on which to base water quality planning. It is widely expected that watershed based planning will provide management solutions that include broad range of alternatives.

The ongoing lawsuits between the Conservation Law Foundation and the United States Environmental Protection Agency remain unresolved as of this writing. The Collaborative continues to actively monitor the progress of the litigation.

Lastly, the Collaborative has maintained its practice of supporting local planning and management efforts. The Collaborative has continued to provide third party consulting support in engineering and planning reviews and financial management to any town requesting such support. The majority of Cape towns have accessed this support and the budget to continue this program was expanded and increased in 2013.

**Respectfully submitted,  
Florence Seldin, Chatham Representative**

## Cape Light Compact

*“Energy conservation is a national issue that we should all be concerned about. Residents and businesses have nothing to lose but all the more to gain by participating in the Compact’s programs. Having an energy assessment doesn’t cost a dime and everyone can save money on their heating and electric bills.” – Peter Cocolis*

Cape Light Compact is an intergovernmental organization consisting of the 21 towns and 2 counties on Cape Cod and Martha’s Vineyard. The Compact’s mission is to serve our 200,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, competitive electricity supply and green power options.

### Power Supply

Many of the same factors that influenced New England’s electricity prices in 2012 persisted in 2013. Most notably, the price of natural gas remained the most important driver of electricity prices, as the fuel used to produce more than half of the region’s electricity. While New England’s consumption of natural gas continues to increase, both for generating electricity and for heating, as gas displaces oil, 2013 has not seen any new pipeline capacity into the region. As a result, despite relatively low and stable prices for natural gas in other parts of the country, the gas transmission bottleneck into New England has continued to push our prices up.

So, what’s being planned to help relieve this constraint? First, ISO New England, the organization charged with operating the region’s electrical grid, introduced a “Winter Reliability Program.” During particularly cold periods of winter 2012/2013, there were periods when, because of the increased use of natural gas for heating, dual-fuel generators, or facilities that can burn natural gas or oil to generate electricity, were called on to produce electricity with oil, because of natural gas shortages. Unfortunately, many of these facilities did not have enough oil on site to operate when called upon, simply because of the substantial cost of carrying a large oil inventory. The Winter Reliability Program will pay these dual-fuelled units to stock up on oil, so they can operate if called upon. In theory, this should help the region avoid a shortage of natural gas during cold snaps in the 2013/2014 winter.

Over the long term, most are looking to new or expanded natural gas pipelines into New England as the solution. There are challenges here too however, and the region’s largest pipeline may not be expanded until

the end of 2016. As a result, power supply prices in the first half of 2014 will increase substantially. We expect these prices to come down somewhat in the second half of 2014, but are not likely to fall below eight cents per kWh.

In 2013, Cape Light Compact provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison Solutions. As of the most recent count, the Compact had 5,974 electric accounts in the Town of Chatham on its energy supply. Customers have a choice as to which power supplier they wish to engage, and are able to opt out of, and return to, the Compact’s supply at any time with no charge. The Compact encourages customers to participate in competitive electric markets, and to be well informed consumers.

### Consumer Advocacy

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha’s Vineyard at the local, state and federal level. This consumer advocacy has saved customers over \$142 million and the Compact is currently fighting to prevent an additional \$20 million rate increase to residential customers.

### Energy Efficiency

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from a monthly customer “energy conservation” charge (\$0.0025 cents multiplied by the number of kilowatt hours used during the month) that appears on each customer’s electric bill.

Other Cape Light Compact Efforts Include:

- Cape Light Compact continues to support energy education to the Monomoy School District (Chatham Elementary, Middle and High School) through classroom visits, teacher workshops, curriculum and free materials through the Compact’s partnership with the National Energy Education Development Project.

## Energy Efficiency

Jan – Nov 2013	# of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	17	\$4,468.40	22,342	\$20,645.36
Residential	340	\$116,859.40	584,297	\$317,784.98
Commercial	63	\$54,994.80	274,974	\$116,220.04
<b>Total</b>	<b>420</b>	<b>\$176,322.60</b>	<b>881,613</b>	<b>\$454,650.38</b>

- Five Government projects in Chatham were funded \$51,230.50 to implement energy efficiency efforts saving 43,739.8 kWh. Chatham Government entities including the Chatham Wastewater Treatment Plant, Monomoy Community Services Department, Chatham Community Center, Chatham Municipal Fishing Pier, and the Department of Public Works received energy efficiency incentives and technical assistance from Cape Light Compact and CLC consultants in 2013. The demonstration phase of the LED Streetlights Initiative was also funded \$1,534.50, saving 2129 kWh annually.

**Respectfully submitted,  
Peter Cocolis, Chatham Representative**

## Cape and Vineyards Electric Cooperative

To benefit the rate-payers and member-towns, the Cape & Vineyard Electric Cooperative (CVEC) was created in 2007. Since its creation, CVEC has been successful in its mission by bringing forward price-stabilizing Renewable Energy installation to the Cape and Martha’s Vineyard through multiple rounds of photovoltaic (PV) development. The CVEC has representatives from most towns on Cape Cod and Martha’s Vineyard. In 2010, Chatham joined CVEC with the Chatham Energy Committee’s John Scott being on its Board of Directors.

CVEC has three rounds of PV initiatives in various stages. Following advertised Requests for Proposals (RFP’s), the initial exploratory round of about 750 kilowatts of PV was awarded to winning bid contractor, Con Edison Solutions, in 2010. The Round 1 Initiative awarded about 16 megawatts of PV to winning bid contractor, American Capital Energy, in 2011. Ground-Breaking ceremonies for the Round 1 Projects were held throughout the Cape in late fall. Round 1 includes a 1,800-kilowatt project at the Chatham Transfer Station’s Capped Landfill. Construction activities should be in full swing or complete by the time this Annual Report is published. In 2012, the Round 2 Initiative awarded over 50 megawatts of PV

projects in multiple tiers to winning bid contractor, Broadway Electrical. Tier 1 of Round 2, consisting of about 20 megawatts of PV, is currently moving into the construction phase. Tier 1 includes rooftop PV installations at Chatham's new Police Station and Town Hall Annex.

The renewable energy facilities that CVEC develops will provide substantial energy savings to CVEC member towns. In the first year of operation, the PV project at the Chatham's Capped Landfill will save the Town about \$120,000 in energy savings. Over the 20-year contract, the estimated savings will be over two million dollars. CVEC's plans to develop solar energy at the Chatham Airport have been delayed due to interconnection and FAA issues. Originally part of Round 2, the airport project is expected to take place in 2015 in the renewable energy projects of CVEC's anticipated Round 3 Initiative.

**Respectfully submitted,  
John H. Scott**

## Cemetery Commission

There were 61 burials in the Chatham Cemeteries in 2013. In 2013, 9 cemetery plots and 10 individual burial lots were sold. These sales returned to the Town Lot Fund \$2,800 and to the Perpetual Care Fund \$5,600. Unfortunately the department has been busy and it appears that this trend is going to continue.

Expansion and improvements of the cemeteries is continuing as funds allow. The expansion of the rear of Union Cemetery is being worked on and it will be taken back to Stepping Stones Road. Also the rear of the Seaside Cemetery is being worked on to expand the cemetery into the Old Railroad Bed and a new exit will be brought out onto Hitching Post Road. Both expanded areas are being enclosed with split rail fences. We are trying to keep the appearance in line with the homes which are our neighbors.

Section A, which is a relatively new area in Seaside Cemetery, has been opened and has been an area of choice. This is the area near the Veteran's Memorial. This area is being limited to flat markers only and there will not be any up right heads stones. The ways will not be surfaced at this time and the location of the ways has been marked out by gardens.

The Commission used 2013 as a planning year for the proposed expansions that would be taking place in 2014. New expansions will include major lot layouts in Union and Seaside Cemeteries, and the new plans are going to include a columbarium for cremations. Minor work has been done to keep up with the

maintenance of the working cemeteries. All grounds have been taken care of as needed and the appearance has been very acceptable.

The Cemetery Commission Office is located at 221 Crowell Road. Office hours are Wednesday and Friday mornings from 9:00 A.M. to 12 Noon, except on holidays. The service of the Department is available at all times by calling (508-945-5117), or by connecting one of the commission members.

**Respectfully submitted,  
George W. Goodspeed Jr. Chairman  
Susan N. Whitcomb, Clerk  
Stephen A. Hart**

## Chatham Housing Authority

The Chatham Housing Authority, organized and existing pursuant to Massachusetts General Laws, Chapter 121B, Section 3, is composed of a five-member Board of Commissioners responsible for policy making and general administration of the Authority. The Authority is a quasi-state agency under the direction of the Massachusetts Department of Housing and Community Development.

Four of our board members are elected by Town voters and the fifth is appointed by the Commonwealth. The Authority's administrative staff consists of an executive director, administrative assistant, a full-time maintenance employee and a part-time maintenance employee. Our long time Board member, Joanne Taylor, resigned her position on the board as of July. Alan Mowry was appointed by the Board of Selectmen to finish her term. In September of this year we said goodbye to our Administrative Assistant Debra Joudrey, who retired after twelve years of service. After interviewing more than a dozen applicants Tracy Cannon was hired to replace her.

Board meetings are held on the third Tuesday of each month at 4 p.m. in the Authority's offices, 240 Crowell Road, Chatham. Additional meetings are called and posted when necessary. Meetings are open to the public. The annual meeting and election of officers is held at the regular meeting in September.

### Core Authority Programs

These are the state programs that are run by the Authority:

- The Anchorage: elderly/disabled housing.
- Captain Bearse Congregate House: elderly housing and Family Housing.
- A Group Home leased to Dept. of Mental Health and a Group Home leased to Fellowship Health Resources, Inc.
- Massachusetts Rental Voucher Program (MRVP) We administer five MRVPs.

These are the town programs that are run by the Authority:

- CHOP Houses, The Authority is the Resale Agency for the CHOP (Chatham Home Ownership Program) houses located off Stony Hill Road.
- MCI Rent Escrow Program: There are four families enrolled in a five year program.
- Rental Assistance Program: This is funded by CPA funds. We currently have 19 families enrolled in the program.
- Harwich Housing Authority: The Authority continues to manage the Harwich Housing Authority.

## Maintaining and Creating Affordable Housing

Key elements in the Chatham Housing Authority's mission are to "provide affordable, decent, safe, and sanitary housing through the maintenance of our existing units and the development of new units" and "to support residents in their effort to achieve self-sufficiency." We have used the Town's Comprehensive Plan to accomplish its goals which mesh closely with our mission.

The CHA is working with Habitat for Humanity towards the completion of developing four single family homes for first time homeowners at the West Chatham property purchased in the fall 2011.

The Board also wishes to applaud the extraordinary Authority personnel, who not only are experienced professionals, but caring individuals. We are proud to serve with Executive Director John Stewart, Administrative Assistant Tracy Cannon; Maintenance Supervisor Matt Stone and Sean Dowling, part-time maintenance staff.

**Respectfully submitted,  
Jack Kelleher, Chairperson  
Maureen Auterio, State Appointee/  
Treasurer  
Shirley Smith, Vice Chair  
William Bystrom, Member  
Alan Mowry, Member**

## Coastal Resources Department

### Outer Beach/Inlet Development

The new inlet that formed in 2007 remained in essentially the same orientation as last year although the channel was not well developed for navigation. Depths through portions of the new inlet were challenging at low to mid tide levels and some boaters opted to use the "old" inlet opposite Chatham Light instead. The northern tip of North Beach Island (NBI) continues to narrow and was frequently overwashed during



high water events. One camp that was becoming highly unstable was removed in 2013 resulting in five camps remaining on NBI at the end of 2013. Unfortunately, another camp is scheduled for removal early in 2014 and at least two more are becoming increasingly more vulnerable as the island deteriorates.

Meanwhile, the inlet opposite Chatham Light continues narrowing as the southern end of NBI progressively elongates to the south and into the inlet. This migration contributes to more shoaling within the inlet and outer bars resulting in shallower and narrower navigation channels. This overall pattern of shoreline change and inlet development seems to be consistent with the historical changes for this area.

Last year was an active storm season with some large storms after the New Year; the most notable being a strong blizzard and northeaster in February 2013. This storm caused considerable erosion and damage along much of Chatham's eastern coastline. Of particular note was the breaching and new inlet that formed on South Beach across from North Monomoy Island. The new inlet was initially well received by boaters hoping for new and better access between the Atlantic Ocean and Nantucket Sound. However, the inlet caused significant shoaling within the Southway between the inlet and Monomoy and navigation became severely limited.

## **North Beach Management**

**Shorebird Management** Suzanne (Phil) Phillips, Tom Olson, and Libby Buck returned as shorebird monitors and were assisted by new monitor, Joanne Coombs. The number of successfully fledged piping plover chicks was down again this year as it was state-wide. We had only 6 fledged chicks on North Beach and only 5 confirmed but possibly 9 total fledged chicks on NBI. We did observe the first successful documented fledging of an American Oystercatcher chick on NBI. A few Least Tern chicks hatched on NBI which is uncommon for this area; however, none of these chicks survived long enough to fledge this year.

As in past years the overriding problem causing the low success rate has been predation by other birds and mammals. The frequent predation resulted in many re-nests which extended the closure of Nauset Beach to Off Road Vehicles (ORVs) for most of the summer. As in past years this generated considerable frustration by those seeking ORV access onto the beach.

## **Landings/Infrastructure**

**Ryder's Cove** Ryder's Cove Landing was very active again with considerable use by recreational boaters and commercial bass

fishermen and shellfishermen. The ramp pass program generated approximately \$21,000 in revenue for 2013. Town Landing Officers this past year included Walter Quinn, Dave Likos and Mark Dobbins who did a good job at keeping the landing running efficiently.

Funds were provided to begin detailed engineering of the "concept" plan for expansion of the Ryder's Cove Landing which had been recommended by the Waterways Advisory Committee and then supported by the Selectmen last year. By year's end the engineering was in the early stages of plan development.

**Old Mill Boat Yard** The design and permitting of the new bulkheads and floats for the Old Mill Boat Yard is underway utilizing grant funds from the Seaport Advisory Council (SAC). In December 2013, a second grant request was submitted to the SAC requesting funds to progress the project into the construction phase. In addition to new bulkheads and the replacement and enhancement to the float system, the grant also requests funds for important improvements to the shellfish upwelling system. The existing grant is in the amount of \$102,750 and the construction phase grant is requesting an additional \$1,742,000 for a total estimated project cost of \$1,845,000.

**Fish Pier** The two large fish offloading hoists were replaced at the Fish Pier due to deterioration. Many other smaller repairs to the interior space, including painting, welding, new cooler and overhead door hardware and other improvements, were completed prior to the arrival of "Red's Best" which is the new leasee for the north side packing house. The public deck used to view the offloading of fish was closed to the public in late fall as a safety precaution due to the discovery of some weakened attachments to the main building. An engineer is assessing the problem and developing recommendations for repairs.

**Cow Yard, Cotchpinicut, Scatteree and Strong Island** As indicated above, the 2012/2013 winter storm season was very active with multiple storm systems, one of which (February 2013) resulted in a National Emergency Declaration. Most of the storms affected our east facing shorelines causing damages to our northern and eastern landings. The two new concrete block mat systems installed last year at both the Cow Yard and Cotchpinicut held up well although the bank adjacent to the Cow Yard ramp needed some substantial repairs and nourishment. Scatteree was heavily damaged again and the concrete barriers had to be re-set in a more retreated position and then sacrificial sand

was placed along the face of the barriers. The pole at Scatteree landing which supported the video camera used to monitor the 2007 inlet was removed out of concern for imminent undermining from erosion. Sacrificial sand was also brought in to renourish a portion of the beach at Cotchpinicut and to restore the eroded bank at Strong Island landing.

## **Mitchell River Bridge**

The state sponsored project for the replacement of the Mitchell River Bridge is finally moving forward toward construction. A number of important events took place this past year which cleared the project to be advertised for construction. These events include the completion of the Environmental Assessment (EA) and signing of a Finding of No Significant Impact (FONSI); acquisition of required permanent and temporary construction easements; completion of the 75% design hearing; final consulting party's meeting as required by the signed Memorandum of Agreement (MOA); approval of the Coast Guard permit; and ultimately the formal advertising by MassDOT that the project will be out for bid in early 2014. This has been a long, complicated and at times contentious process to come to a final bridge replacement design. Nonetheless, the effort seems to have been worthwhile because the final design is substantially improved and much more in keeping with the character of the community when compared to some of the initial proposals.

## **Dredging**

No dredging was performed by the Corps of Engineers at either Aunt Lydia's or Stage Harbor federal channels this past year. Fortunately neither project was in particular need for dredging; however, shoaling in the entrance to Stage Harbor is beginning to be a concern and will need to be watched closely. Federal funding for small projects such as these is very limited and it is uncertain when or if the Corps will be able to provide maintenance dredging at these locations. The County dredge "Cod Fish" cleared approximately 3,500 cubic yards of sand from the Mill Creek inlet channel in November and placed the sand along the "feeder beach" just west of the Cackle Cove public beach. The winter storms also created the need to remove a few hundred cubic yards of sand from around the north and south jog floats systems at the Fish Pier. This has been a periodic event and is generally precipitated by storm activity.

Shoaling due to the influx of sand and the re-orientation of traditional navigation channels due to the effects of the 2007 inlet is beginning to impact navigation in portions of Pleasant Bay between Scatteree Landing

and Fox Hill. This area is within the Pleasant Bay Area of Critical Environmental Concern (ACEC) and new dredging ("improvement dredging") is currently prohibited within any ACEC by state regulation. We have worked closely with the Pleasant Bay Alliance and the State to modify these regulations to possibly enable improvement dredging in an ACEC under specific parameters. The State has supported our requests and new state regulations are being drafted that would allow the town to pursue improvement dredging permits if necessary. We have already begun data gathering and other work toward developing these permits in anticipation of the revisions to the regulations.

### **Herring Run**

The Ryder's Cove Herring Run remained closed in compliance with a state-mandated closure of all Commonwealth herring runs. While there is still concern over regional herring populations, our herring warden, Don St. Pierre, reported substantially better numbers of returning herring this past year.

### **Monomoy National Wildlife Refuge**

We had expected the release of the long anticipated draft Comprehensive Conservation Plan for the Monomoy National Wildlife Refuge by the US Fish and Wildlife Service sometime in 2013. However, the report has still not been completed although we have again been informed that it should be released in the near future. We are closely monitoring this situation as it relates to shell-fishing as well as other important public uses and activities of the Monomoy refuge.

**Respectfully submitted,  
Theodore L. Keon,  
Director of Coastal Resources**

## **Committee for the Disabled**

**D**uring 2013 the Committee for the Disabled underwent some changes. We are pleased to announce that the committee has recently reached a full complement of members including: Stu Tuchinsky Vice Chairman, Jill Holmes, Secretary, Pat Weber, Corrine Moore, George Snider, George Myers, John Raye, and Ragnhild Munck.

With the additional members the Committee was able to undertake the initiative of creating a public information brochure entitled "Accessible Chatham". We have completed an audit of the Town's many establishments and have begun tabulating levels of accessibility. The Committee is working with our staff liaison to consolidate this data into the town's centralized data management

software. We are also developing a brochure to be distributed throughout the Town and online. The goal is to maintain an accurate listing of ADA accessible businesses and amenities for residents and visitors. This project was a true team effort, with each Committee member visiting sites and documenting its findings. It is expected that a final published document will be available in the early spring 2014. This product should provide a valuable source of information for those with disabilities seeking to enjoy our town.

Our request made for benches suitable for placement near handicap parking on the beaches, has resulted in seven offers of bench donations from private citizens. Working with the Parks & Recreation Department we are attempting to find bench designs that provide an appropriate comfort level for elderly citizens but are also suitable to the rigors of the beach environment.

Throughout the past year, the Committee met with Building Commissioner Justin Post to review the Orpheum Theater plans and discuss the review process for ensuring projects meet the State architectural accessibility requirements. The Committee also met with Highway Director, Jeff Colby to discuss the status of several roadway improvement projects including proposed sidewalk improvements along Stage Harbor Road. The Committee strongly supports the creation of new ADA compliant sidewalks throughout the Town. We would like to work with Town departments and committees to improve the ADA accessibility at Chase Park, to improve accessibility to the upper windmill and labyrinth area, and possibly improve handicap accessibility during special events held at this location.

The Committee is eager to see the results of the Town's parking survey conducted in the Fall. We hope it will result in opportunities for increased handicap parking in the downtown area and possibly lead to opportunities for additional accessibility improvements to businesses and services in this area.

The Committee appreciates the effort made by Paul Lagg on our behalf along with Dan Tobin of the Parks & Recreation Department. We are looking forward to working closely with the Town departments to assist in ensuring that projects meet the needs of individuals with disabilities who live and visit our town.

**Respectfully submitted,  
John Poignand, Chairman**

## **Community Development Department**

**T**he Chatham Department of Community Development's mission is to ensure courteous, consistent, dependable and trustworthy public service in four primary areas: building/inspectional services, planning, zoning, and historic preservation. In carrying out this mission, the Department also supports various Town Boards, Commissions, and Committees including:

- Planning Board
- Zoning Board of Appeals
- Historic Commission
- Historic Business District Commission
- Affordable Housing Committee
- Bikeway Committee
- Committee for the Disabled
- Economic Development Committee

The Department continues to enhance planning capabilities while also striving to streamline permitting and inspectional services.

### **Building/Inspectional Services**

The pace of construction activity continues to increase. In 2013, 683 building permits were issued, an 11% increase over the number issued in 2012 (615) with the number of permits issued in 2012 being 24% higher than the number issued in 2011. The number of permits issued for new dwelling units also rose with 41 permits issued in 2013 as compared to 37 issued in 2012. Residential renovations and additions continue to be the dominate type of construction with 578 permits issued in 2013, an 8% increase over 2012. The average value of a residential renovation-addition was just over \$52,500, significantly higher than the average value of \$40,000 in 2012. A total of 33 permits were issued for renovations and/or additions to commercial buildings with only one new commercial building permitted in 2013. The number of permits for the demolition of existing residential structures remained on par with 2012 with a total of 24. A total of 1,004 plumbing and gas permits were issued in 2013 which was very similar to the number issued in 2012 (998). By comparison, there was a 34% increase in the number of electrical permits issued (759) in 2013 in comparison to the number issued in 2012 (567). This increase can be attributed in part to the number of homeowners installing generators. Revenue in 2013 from building, gas, plumbing and wiring permits was \$479,429.28.

In July 2013, the department implemented the first phase of a new e-permitting program which will ultimately streamline the building permit process and allow homeowners, con-

tractors and builders to file applications and request and track inspections on-line. It is anticipated this service will be made available to the public in the first half of 2014. The next phase of the e-permitting program will involve the integration of land use permitting.

### **Planning, Zoning and Historic Preservation**

Many of the town's planning, zoning and historic preservation activities are overseen by or the responsibility of one of four boards or commissions. These are: the Historical Commission, Historic Business District Commission, Planning Board and Zoning Board of Appeals. Collectively, these four boards/commissions held 86 meetings in 2013, the majority of which were attended by department staff who also provided support in advance of and following the meetings. Revenue generated from applications submitted to these boards was \$28,796.50. An additional \$1,149.26 in revenue was collected in copying fees.

During 2013, the upper floor of several downtown buildings were converted to residential uses and the owner of the Bradford Inn made the decision to convert the inn to residential uses after the 2014 season. Most notably, in 2013, the Department oversaw the Cape Cod Commission's land use planning study of the Route 28 Corridor from the southern boundary with the Town of Harwich to Crowell Road, including the business zoned properties on Crowell Road. The purpose of this study is to identify potential opportunities to enhance or change development patterns along the corridor as well as identify other possible improvements consistent with the town's Long Range Comprehensive Plan. The Cape Cod Commission's draft recommendations were presented to the Board of Selectmen on October 29, 2013 and will be finalized in early 2014. This planning process included a range of opportunities for public input including three public workshops in May, June and September, 2013, as well as the active involvement of the Planning Board.

The GIS program, based in the Department, continues to support the Town's expanded use of web based applications such as MapsOnline and PeopleForms to enhance the transparency and efficiency of town services. This work routinely involves collaborating with and supporting the work of other departments including but not limited to:

- Health & Environment
- Fire Department
- Police Department
- Water & Sewer Department
- DPW

- Police Department
- Harbormaster's Office
- Town Clerk

I'd like to express my thanks to Local Building Inspector Jeff McCarty and Central Permitting Coordinator Paula Liska, two long term town employees who retired in 2013. In addition, I'd like to express my gratitude to the volunteers who serve on the boards, commissions and committees the department supports as well as to the past and present department staff for their commitment to the community.

**Respectfully submitted,**  
**Deanna L. Ruffer, Director**  
**Justin J. Post, Building Commissioner/**  
**Zoning Enforcement Officer**  
**Paul Lagg, GIS Coordinator**  
**Lynn Thatcher, Assistant Planner**  
**Anna Brigham, Central Permitting**  
**Coordinator**  
**James Badera, Jr., Local Building Inspector**  
**Eric Olkkola, Plumbing and Gas Inspector**  
**George McManus, Wiring Inspector**  
**Michele Clarke, Office Manager**  
**Sarah Clark,**  
**Community Development Secretary**

### **Community Preservation Committee**

The Community Preservation Act (CPA) was signed into Massachusetts law in 2000 and adopted in Chatham in 2002. The CPA creates a surcharge on real estate taxes which produces a local Community Preservation Fund. Money in this fund can be spent, only by Town Meeting vote, for specific types of projects:

- acquisition, creation or preservation of open space;
- acquisition, preservation, rehabilitation or restoration of historic resources;
- acquisition, creation, preservation or support of community housing;
- acquisition, creation, preservation, rehabilitation or restoration of land for recreational purposes.

Local receipts are matched by the State with funds raised through fees from the Registry of Deeds, and, in 2013, through transfer from the State consolidated budget surplus. In November, 2013 we received a match of 62.8% of the amount raised locally.

The Act requires that at least 10% of the funds raised in each fiscal year be spent or reserved for each of open space, historic preservation and community housing. The remaining 70% of CPA funds each year are available for any of the four CPA purposes.

Any individual, non-profit group, or Town entity may apply for funds. Applicants meet with the Community Preservation Committee (CPC.) After reviewing applications, the Committee makes recommendations to Town Meeting, which votes to appropriate or reserve specific funds.

In 2013, nine project applications were recommended by the CPC, eight of which were approved by Town Meeting. The Annual Town Meeting approved: \$128,750 to complete purchase of property at 2175 Main Street for open space; \$205,000 for historic preservation of the exterior of the South Chatham Village Hall; \$160,000 for construction of four affordable houses in West Chatham; \$13,500 for consulting services for the historic railcar at the Railroad Museum; \$23,000 for consulting services for the historic windows at the Eldredge Library; \$110,000 for mobility and fire suppression improvements at the historic Marconi Center "Hotel"; \$100,000 for preservation of nautical charts held by the Chatham Historical Society; and \$110,000 for construction of a new skateboard park. In addition, \$15,000 was appropriated for administrative expense.

The make up of the CPC is determined by state statute and local authorization. Chatham's CPC has nine members appointed by the Board of Selectmen. Seven are drawn from existing Town bodies (Conservation Commission, Historical Commission, Housing Authority, Planning Board, Affordable Housing Committee, Land Bank/Open Space Committee and Parks & Recreation Commission.) The final two members are appointed from the citizenry at-large. The CPC met eleven times in 2013.

**Respectfully submitted,**  
**John Kaar, Chair, At-Large**  
**Bruce Beane, Affordable Housing**  
**Committee**  
**Victor DiCristina, Vice-Chair,**  
**Land Bank/Open Space Committee**  
**Robert Dubis, Planning Board**  
**Robert Lear, Conservation Commission**  
**Jane Moffett, Clerk Historical Commission**  
**Alice Popkin, At-Large**  
**Ira Seldin, Parks and Recreation**  
**Commission**  
**(Vacant), Chatham Housing Authority**

### **Conservation Commission**

All of Chatham's coastal and inland water bodies, its coastal flood plain, and the land within 100 feet of these resources are subject to protection under the Massachusetts Wetlands Protection Act (MGL Ch 131, s. 40) and the Chatham Wetlands Protection By-Law (Chapter 272). The primary respon-



sibility of the Conservation Commission is to administer these statutes while assisting individuals toward compliance with these state and local wetlands laws and their regulations as they seek to improve their properties. The Commission's other responsibility is the oversight of town-owned conservation properties.

**Commission Hearings and Results:** The Commission meets on the first four Wednesdays of each month: twice to hold public hearings on projects proposed within our jurisdiction; and on the alternate Wednesdays for 'working sessions' at which the Commission prepares Orders of Conditions for approved projects and deals with other business. In addition, Commission members visit all project sites, attend special meetings and organized on-sites. During 2013, 131 project applications and 102 administrative reviews were submitted and processed by the Commission (about a 5% increase over 2012). No Notice of Intent application was denied; and DEP issued one superseding Order of Conditions.

**Violations:** As a regulatory body, the Commission must occasionally deal with violations of the wetlands regulations. The Commission dealt with several violations in 2013, approximately the same number as in the past several years. Most violations result from illegal cutting of vegetation in the resource area. Where appropriate, the violators were required to restore the areas to their natural state with native vegetation and in some cases to pay fines. Violations and the follow up enforcement are an expense to the town due to the need for significant staff time.

#### **Management of Town Conservation**

**Lands:** Implementation of the Sylvan Gardens Land Management Plan continued in 2013. In addition, under the direction of the Assistant Agent, Lara Slifka, AmeriCorps Cape Cod and town volunteers assisted the Town on several invasive species / habitat improvement and trail maintenance projects on conservation properties by providing labor. Walking tours through various properties were organized and open to the public.

**Education and Outreach:** Educating the public is important to conservation results. The Commission provides a semi-monthly column in the Cape Cod Chronicle entitled Conservation Conversations and several Workshops were held at the Community Center on various conservation topics. In 2013 the Commission continued an open dialog with professionals who represent clients before the Commission in an effort to improve the application process.

**Membership & Staff:** During 2013 two long-serving Commissioners retired. Bob Minetti who had been an Associate was appointed a Commissioner, and Joe Scarlatelli was also appointed. Three Associate positions were filled. The Commission is very fortunate to have the outstanding services of Conservation Agent Kristin Andres and Secretary Mary Fougere. They are the day to day public face of the Conservation Office, and we are grateful for their patience and professionalism.

**Respectfully submitted,**  
**DeeDee Holt, Chair**  
**Bob Lear, Vice Chair**  
**Jackie Meaney, Clerk**  
**Steve Kuzma, Bob Minetti, Joe Scarlatelli,**  
**Billie Bates**  
**Associates: Dick Drury, Mike Tompsett,**  
**Buck Upson**

## **Council on Aging**

### **Mission**

Established in 1974, the Chatham Council on Aging (COA) is your local community resource for older persons and their caregivers. The COA works to identify the needs of the seniors in the community and to develop, coordinate and promote programs and services to meet those needs. Our mission is to enhance the dignity, support the independence and promote the general health and wellbeing of Chatham's older persons and caregivers.

William Shakespeare said "people usually are the happiest at home". We agree! The COA is Chatham's community resource to support seniors and caregivers with aging in place. "Aging in place" refers to living where you have lived for years, not typically in a health care environment or nursing home, using products, services, and conveniences which allow you to live in the home of your choice safely and independently as you get older. To that end, the COA provides information, referrals, programs and services focused on a broad spectrum of topics including nutrition; wellness and healthy living; exercise and fitness; recreation and socialization; education and seminars; health screenings; health care information; legal support; caregiver support groups; caregiver assistance; local, state and federal assistance programs; senior tax relief; supportive and medical adult day programming and transportation.

### **Collaboration**

The COA partners with other Town Departments and community service providers to offer some of the services mentioned

above, including AARP Tax Aides, Attorney Thomas Kosman-South Coastal Counties Legal Services Inc., Attorney Michael Lavender, Betty Brady's Feet First, Cape Cod Regional Transit Authority, Comfort Keepers, Elder Services of Cape Cod & Islands, Friends of Chatham COA, Hope Dementia and Alzheimer's Services, Massachusetts Audiology, OHEC-Oral Health Excellence Collaborative SMILE counselors, REACH-Reaching Elders with Additional Community Help, SHINE-Serving Health Information Needs of Elders, VNA of Cape Cod, etc.

During the past year the COA partnered with Emergency Management Director Deputy Chief John Cauble and Community Resource Officer William Massey of the Chatham Police Department to further educate seniors about public safety programs. Thanks to these partnerships many seniors and caregivers have begun utilizing resources such as the Chatham Police Department Reassurance Program, the Chatham Emergency Management Special Assistance Program and the 911 Disability Indicator Form. Participation in these programs allows public safety officials to proactively assist citizens in the event of an emergency and to identify those who may need special assistance.

Approved at Annual Town Meeting in May 2012, and supported by the Board of Selectmen's approval of the Program Guidelines in October of the same year, the Town Manager's office and COA have successfully implemented the first year of the Senior Tax Work-off program, with 15 participants placed in 8 Town Departments in 2013. Those participants worked 828.75 hours and volunteered an additional 61.25 hours. That program is now actively into its second year.

### **A Year of Growth**

The past year saw still more change at the COA. Utilizing grant funding from the Executive Office of Elder Affairs, the COA staff saw the addition of Linda Shannon as intermittent, part-time Receptionist and Kasey Friedland as intermittent, part-time Program Coordinator. Having a consistent, trained presence at the Reception desk is critical to providing excellent service and ensuring clients are connected with the appropriate staff member to meet what can be critical needs. The Program Coordinator position, filled at the end of October 2013, has begun addressing the issues of community lack of knowledge regarding the COA as a resource and the misperceptions regarding what the COA does. In her position as Program Coordinator, Kasey Friedland has:

- Provided a comprehensive event planning index which helps organize events held

previously, review them, and keep them on file along with their respective materials for future use. She has also provided templates for press releases, media outreach, and numerous advertising materials including posters and feature blurbs.

- Provided organization for event and volunteer data making it easier to accurately track event participation, volunteer hours, and resource usage—all of which are vital to the Director's annual reports and grant writing.
- Provided administrative support for the Senior Tax Work-off Program.
- Achieved numerous media hits, including over \$800 worth of sound bites and publicity about our events donated by and transmitted from Cape Cod Broadcasting. After cultivating a working relationship with the local media and philanthropic organizations, Kasey was also able to obtain a full-page monthly calendar spread in the Cape Cod Chronicle sponsored by the Chatham Rotary Club.
- Begun constructing a new website for the Council on Aging.
- Established a Veterans & Spouses group. This new group will be meeting bi-weekly to discuss current military events, watch documentaries, write letters to soldiers, petition on behalf of the military, and much more. With a core group of enthusiastic seniors, she has been able to mobilize the club for an educational speaking engagement at Chatham Middle School.
- Achieved a strikingly positive impact on the Chatham Council on Aging and its community.
- Utilized this position to provide the opportunity to plan events, coordinate volunteers, rejuvenate press materials, and grow participation at the Senior Center.

As the COA staff works to most efficiently utilize the resources available to the department, the grant funded MySeniorCenter software is increasingly being integrating into daily scheduling, tracking and reporting processes.

Office space has been reconfigured to create working and meeting space for all staff. Grant funding was utilized to purchase furniture which maximizes the functionality of these spaces. Through a donation from the William Pastore Family Foundation the Senior Center now has a generator capable of powering the entire building and elevator—this allows the COA to offer heat and hot coffee during the winter and air-conditioning and respite during heat waves. Currently the back entrance to the Senior Center is being renovated to bring it into ADA compliance and make it safely accessible to the parking lot.

## Thank You

The COA once again owes many thanks to the Friends of Chatham COA. The Friends is a private, non-profit corporation which continues to support the COA tremendously through volunteerism and fundraising efforts. This COA support group further contributes to community outreach and goodwill through the monthly birthday parties which are entirely run by Friends organized funds and volunteers. The Friends pays for the COA newsletter postage, provides emergency food, fuel for low-income elders and tuition to Adult Day Programs for clients with demonstrated need while financially supporting many COA programs and other miscellaneous needs not covered by the COA's Town budget.

The COA relies heavily on volunteers to provide help with critical positions such as receptionist, dining and kitchen help and blood pressure clinic organizer among others. Thank you to the 122 volunteers who gave 6,379 hours of their time to the Town of Chatham during 2013. The Executive Office of Elder Affairs conservatively estimates the value of this gift to be \$105,255!

## Looking Ahead

How is the COA preparing for the future? With 10,000 baby boomers turning 65 every day for the next decade, Chatham will continue to see an increasing number of residents aging into their senior years or settling here in retirement. The town of Chatham population is much older than the population of Massachusetts as a whole – median age is 58.95 versus 39.1, respectively. Nearly half of Chatham's residents (48%) are aged 60 or older (35.2% are age 60-79, and another 12.8% are aged 80+). This is a much higher percentage than the state as a whole, in which 19.4% of residents are age 60 or older. Slightly more than 1 in 5 of Chatham's residents (21.1%) are aged 45-59. This age group includes a large share of Baby Boomers who will be moving into the 60+ age range rapidly over the next decade.

The demographic imperative justifying a close look at the senior population and the role of the COA in Chatham is clear. Simply put, the Chatham population aged 60 and over has been rising steadily over the last few decades, increasing by 29% between 1980 and 2010. In contrast, the population overall grew by only about 1%. This growth among older people is expected to continue, despite a projected gradual decline in the population over all. This growth is most likely due to the impact of long-time residents of Chatham aging in place, as well as younger residents leaving Chatham.

As the senior population explodes, this

growing part of our community is increasingly presenting themselves at the COA with immediate and complex needs. These needs are often compounded by a lack of long-term planning, familiarity with support services and/or financial resources. These situations have become the "new normal" in the aging services field. This new normal leads to the question of what the COA's role in the community is, and what it should be. A comprehensive needs assessment would give us the data we need to proactively plan for the coming decades. Information regarding Chatham demographics, the physical plant of the Senior Center, staffing levels, programming and service offerings would provide a foundation for strategic planning and action. Having identified and spoken to two institutions who offer this service, funding options are currently being researched for achieving the goal of conducting a comprehensive needs assessment.

**Respectfully submitted,**  
**Carole DeChristopher, Chairman,**  
**COA Board of Directors**  
**Mandi Speakman, Director,**  
**Council on Aging**

## Cultural Council

The Chatham Cultural Council is a local agency, funded by the Massachusetts Cultural Council, a state agency. It is also supported by funding from the Town of Chatham, and the generous donations of local citizens. For 2013, the Chatham Cultural Council received 29 requests for funding, and was able to grant partial or full funding for 22 of those requests for a total amount of \$13,444.

The Chatham council received funds in the amount of \$3870 from the Massachusetts Council for the fiscal year 2013. This amount was augmented by funds in the amount of \$4000 from the Town budget, under the Community Services department. The Council additionally raised over \$8000 in donations from interested citizens.

Our grants for 2013 were publicized in The Chronicle, and culminated in a reception for grantees held at the Creative Arts Center in June. State legislators and the Board of Selectmen are invited to attend the reception to publicize the work of the Council. Grants are made in accordance with published guidelines from the Mass Council, and local guidelines which are published on that website, as well as in brochures available locally at the Eldredge Library, Town Offices, the Chatham Community Center, the Creative Arts Center, the Chatham Schools, and from members of the Chatham Council. Grants are given with



## Grants Awarded in 2013

Applicant	Project Title	Type
Eventide Arts	Page to Stage	Standard
Alzheimer's Cape Cod	Art, Music & Conversation	Standard
Chatham Orpheum Theater	Orpheum Projection Equipment	Standard
Cape Cod Opera	Opera and You	Standard
Chatham High School	Boston Ballet Trip	Standard
Chatham Music Club	Divine Music of the Masters	Standard
Academy of Performing Arts	Student Holiday Show & Spring Concert	Standard
Education & Resources Group Inc.	Exploring Monomoy	Standard
Chatham Middle School	Higgins Armory Museum	Field Trip
Chatham Elementary School	School Theater Production	Standard
Chatham Middle School	Harwich Jr. Theater	Field Trip
Creative Arts Center in Chatham, Inc.	Replace gas furnace	Standard
Cape Cod Repertory Theatre Co.	Our Time Outreach musical review	Standard
Chatham Elementary School	Harwich Jr. Theater	Field Trip
First Night Chatham	First Night 2013 – Chatham 300th	Standard
Eldredge Public Library	Music Through the Decades	Standard
Chatham Middle School	New Bedford	Field Trip
The Marble Collection	The Marble Collection	Standard
Cape Cod Chamber Music Festival	Three Summer Chamber Music Concerts	Standard
Chatham Historical Society, Inc.	Atwood House Spring Lecture Series	Standard
Hay, Elspeth	No More Fish, No Fisherman	Standard
Mass Audubon/Wellfleet Bay	Celebrate Spring & Explore Nature in Chatham	Standard

certain restrictions for projects in the arts, humanities, and interpretive sciences, and they must have a public component for the benefit of the community as a whole. This year we were proud to award grants to many local non-profit organizations as well as for Chatham school field trips and also to individuals. A complete list of grants awarded is published above, and can be found on the Mass Council website at [www.mass-culture.org](http://www.mass-culture.org).

The Council consists of up to 15 interested volunteer citizens appointed by the Board of Selectmen to serve one to two terms of three years each. In 2013 the Council had a total of 10 members, and is actively recruiting new volunteers. The Chatham Cultural Council holds regular business meetings monthly September through June which are open to the public. Grants are solicited and must be submitted by October 15 each year, and are voted upon in the following month.

**Respectfully submitted,  
Elizabeth Hessler, Chair**

## Chatham Economic Development Committee

The Economic Development Committee was established by the Board of Selectmen in April, 2012 and held its first meeting on September 24, 2012. During 2013 the Committee held 16 meetings. The Committee has benefited from the diverse perspectives of the members. The Committee members back-

grounds include; Technology, Finance, Real Estate, Hospitality, Retail, Energy, Maritime Industry and Regulatory Board experience.

The Economic Development Committee has determined its initial efforts will focus on **promoting and fostering a positive environment that businesses want to be a part of through activities such as:**

- Identifying and advocating for the infrastructure needs to support Chatham businesses and culture while being sensitive to the environment it occurs in. Those needs may include:
  - Facilities to support the maritime industry (commercial and recreational)
  - Ensuring community access to the water
  - Adequate parking in the downtown area and at other town facilities such as town landings and beaches
  - Wastewater Management
  - Technology needed to ensure and enhance the competitive position of Chatham businesses (i.e. broadband access/Open Cape)
- Streamlining and facilitating regulatory processes.
  - Enhancing the web based resources available to assist businesses
  - Make recommendations for greater efficiencies to reduce obstacles
  - Establishing a business ombudsman (referee)
- Recruiting strategically significant businesses and institutions such as a "Shark & Marine Life Research Institute"

- Work with existing businesses to facilitate expansion and encourage retention
- Branding Chatham products as well as marketing Chatham as a domestic and international destination

The Committee's efforts in connection with the above will also take into consideration the need to balance economic development activities with fostering the quality of life in Chatham that all of us cherish.

During 2013 the Committee's efforts focused on two areas of the town's economy:

- Supporting the formalization by the Town's Water and Sewer Commissioners of a policy or regulation providing for the allocation of additional sewage flow for new and expanding economic development opportunities in the community.
- Identifying Chatham's access to our waterways as a significant component of the town's current and future economies and recommending the town prioritize enhancement and expansion of maritime public access points and facilities in order to preserve existing economic opportunity and support future economic development in our seaside community.

We welcome broad participation in our efforts and look forward to continuing to work closely with the Board of Selectmen and other town boards, commissions and committees to foster the long term sustainability and growth of Chatham's economy.

**Respectfully submitted,  
Shane Coughlin, Chairman  
George Khalil, Clerk  
Luther Bates, Jack Cogswell,  
Ed Fouhy, Darren Saletta, Betsy Sommer**

## Eldredge Public Library

In Fiscal Year 2013 the Eldredge Public Library was as busy as ever! By the numbers: 152,613 Library items circulated this year (including a 38% rise in ebook circulation!); we presented 681 programs to 14,640 people; answered 4,680 reference questions; and served the needs of patrons who made 179,342 visits to the Library. We issued 611 new Library cards, for a total of 11,173. And, for the 5th time, the Library Journal study honored the Eldredge with four stars, rating it one of the best libraries in the country.

This was the year that the Library began its shift to E-communication. The Tidings newsletter is now sent by email (freeing up thousands of postage dollars in the Friends annual budget!), as is the Youth Services Newsletter, and regular communications about Library programs and events. Instead

of hours on the telephone notifying patrons that we are holding a book for them, automatic emails are now sent to at least half of the requesters! Through our website we are able to post messages of urgent importance, such as storm closings or unexpected program cancellations.

A long-standing goal of the Library was accomplished this year: Headed by Trustee Mary Olmsted, a committee created a comprehensive written manual of all of the Library's bookkeeping and accounting procedures and practices.

The Friends of Eldredge Public Library's Raffle-By-The-Sea was a great success, and the funds will be put to excellent use for further improvements to the Library. The Friends' dedicated group of volunteers were busy all year, manning the circulation desk, mending books, arranging for programs, Learning Series classes, refreshments, and seasonal décor. And the Friends' support of the Libraries' Youth Services activities is key to maintaining our excellent offerings. Sincere thanks to all our wonderful Friends of the Library.

As we begin FY2014 we are happy to welcome new Trustee Sally Stratman to the Library Board, and gratefully acknowledge the years of service of Mary Olmsted, who left the Board in October 2013. We wish bookkeeper Ruth Courtneil well in her retirement, and welcome new bookkeeper Cindy Cotton and development clerk Sara Nicolai who will take over Ruth's duties.

It is said that a library's greatest assets go home at night – the library staff. That is certainly the case at the Eldredge. Our staff is truly dedicated, knowledgeable, creative, helpful, and more, and I thank them for all that they do! We all look forward to the challenges and opportunities in store at the Eldredge Public Library in Fiscal Year 2014!

### Library Trustees for Fiscal Year 2014

<b>President</b>	Phyllis Freeman
<b>Treasurer</b>	David Wister
<b>Vice President</b>	Joseph Gagliano
<b>Assistant Treasurer</b>	Alan Sachtleben
<b>Clerk</b>	Susan Eldredge
<b>Members</b>	

Stephanie Bartlett, Richard Evans,  
Gay Murdoch, Carol Odell, Mary Olmsted,  
Alice Popkin, Peter Saunders, Richard  
Siewert, Sally Stratman, Bruce Wood

### Circulation

Books	77,528
Magazines	659
Audio: Tapes, CDs, Playaways	13,132
Video - DVDs	37,213
Audio Downloads	1,290
E-Books	3,606

Miscellaneous	2,056
Total onsite loans	135,484
Inter-Library Loans: Received	(22,666)
	<i>* included above</i>
Loaned	17,129
<b>TOTAL CIRCULATION</b>	<b>152,613</b>

### Circulation Breakdown

To Chatham Residents	113,826
To Other Massachusetts Residents	23,166
To Out-of-State Residents	15,621
Number of Registered Borrowers	11,173

### Additions

New Books	3,235
New Compact Discs	430
New DVDs	433
New Playaways	28
New Videogames	31
New Ebooks	2,618

**Respectfully submitted,  
Irene B. Gillies, Director**

## Chatham Emergency Management

Chatham Emergency Management has continued to work at the local, county and state level to enhance preparedness and response to storms and other emergency situations. This preparation is accomplished by working closely with town departments such as Chatham Health and Environment, Chatham Council on Aging, Chatham Police, Chatham Fire, Chatham Harbormaster Office and Chatham D.P.W. Chatham Emergency Management also has a strong working relationship with the Barnstable County Regional Emergency Planning Committee (BCREPC) and Massachusetts Emergency Management Agency (MEMA). The Chatham Emergency Management Director, Police Deputy Chief John Cauble, administers the overall day to day operations and management of the Town's Emergency Operations Center (EOC) located at 249 George Ryder Road.

### 2013 Winter Storm/Blizzard

On February 8, 2013 Chatham was hit with heavy snow, high winds and blizzard conditions. Chatham Emergency Management along with other town departments started preparations for this storm two days prior to the event. Emergency Management and town personnel participated in conference calls with MEMA, National Weather Service, and Barnstable County Regional Emergency Planning Committee (BCREPC). The Chatham Emergency Operations Center was activated on February 8th and remained open for the duration of the winter storm. Constant contact via computer portals was established

with MEMA and NSTAR for the duration of the operational period. Direct phone contact was also established with NSTAR field representatives and Verizon representatives assigned to Chatham. This field representative contact enabled Chatham to prioritize locations related to hazardous roadway obstructions. Emergency Management worked in conjunction with the BCREPC and the Barnstable County Multi-Agency Coordination Center (MACC).

Chatham Police Department and Chatham Fire Department handled over 100 storm related calls for service and hundreds of phone calls requesting information during the operational period and after the storm. Most of the calls were related to power outages, utility lines down and road flooding. Several residents that lost power were transported by police and fire personnel to Regional Shelters until power was restored.

Chatham Emergency Management/Town of Chatham applied for FEMA Reimbursement for costs related to the February 2013 Blizzard and received \$11,938.00.

Chatham Emergency Management is an active participant in the Barnstable County Regional Emergency Planning Committee (BCREPC). Town of Chatham representatives to the BCREPC attend monthly committee meetings, attend training sessions, and participate in operational drills. The Barnstable County Regional Emergency Planning Committee is a coalition of law enforcement, fire service, health care, public health, public works, EMS, military, and other affiliated agencies as outlined by the Massachusetts State Emergency Response Committee (SERC).

**Respectfully submitted,  
Deputy Chief John Cauble, Director**

## Energy Committee

The five member Energy Committee meets monthly. Elected in 2013, Mr. Charles Rader is the Committee Chairman. The Committee's role is to consider all aspects of Chatham's use of energy, as well as promote economy, efficiency and conservation. With the guidelines of the Committee-prepared "Town Energy and Resource Conservation Policy", the Committee continues to promote new and existing energy initiatives in Chatham.

The Committee explored the requirements to attain the Green Community Act designation, but decided not to pursue this at this time. Over the past two years, Chatham has and continues to pursue a number of the Act's criteria, including energy policy, municipal building audits, and energy savings

upgrades which incorporate energy management software from MA Energy Insight to track monthly electricity use and discussing “stretch” building codes with local builders. As such, our priority has been focused on developing a Chatham Energy Master Plan to understand where we are with energy stewardship, where we want to be in the future, and how we are going to get there. Efforts on the Master Plan will continue through 2014.

As part of the Committee’s energy savings efforts, they have influenced the Town to join two Cape multi-town organizations, Cape Light Compact (CLC) and Cape and Vineyard Electric Cooperative (CVEC). Both organizations focus is energy savings. CLC promotes low energy costs and reduced energy usage. CVEC promotes renewable energy.

Past Chairman and member of the Committee, Peter Cocolis is Chatham’s representative on the Board of the CLC. CLC is funded in part by a small surcharge on electric bills. It competitively negotiates residential and municipal electricity rates, offers free energy audits, and provides grants to fund energy efficiency and conservation projects to all Cape residents, to include residential, commercial and industrial accounts. As part of their efforts in 2014, the Committee will promote the CLC free energy audits so that all Town residents and businesses have the opportunity to participate in the program. In early 2014 CLC is funding a program to replace all 556 Chatham streetlights with LED lights. This program, funded completely by CLC, will save about \$20,000 in electricity costs (about 40%) and there will be considerable additional savings due to the minimal maintenance costs. Other LED lighting in the Town is located at the parking lot behind the Orpheum Theater, the Commercial Fish Pier, the Town Hall Annex, and other sites.

In 2010, the town joined CVEC with the Energy Committee’s John Scott being on its Board of Directors. CVEC was formed to promote and build renewable energy generation facilities. The facilities will provide energy cost savings to CVEC member towns. In 2011, CVEC let a contract to American Capital Energy Inc. to set up a large photovoltaic array at the several Cape sites, including Chatham’s covered landfill at the Transfer Station. When construction is complete in mid-2014, the project will save the Town about \$120,000 annually in energy costs. Over the 20 year contract the estimated savings is \$2,974,840. CVEC also has a contract with Broadway Electric for construction of solar generation projects on the roofs of the Chatham Town Hall Annex and the Police Station. Plans for solar energy to be developed at the Chatham Airport have

been delayed due to extended studies regarding interconnection issues and FAA issues.

**Respectfully submitted,  
Charles Rader, Chairman**

## Finance Committee

The Town Moderator appoints the nine-member Finance Committee for three-year terms. As required by The Town Charter and By-Laws, the Finance Committee is to report to Town Meeting its recommendations on each article in the Warrant. The Committee reviews in detail the annual operating and capital budgets, all major town projects as well as all other articles for town meeting consideration. The Committee reviews the budgets of each department as well as volunteer committees.

The Finance Committee believes that the budget process for FY 2014 was improved from previous years. Credit goes to the Town Manager, Finance Director and Department heads for this renewed sense of engagement and transparency. The format of the information provided to the committee was much improved and enabled the committee to have a better understanding of the budget. In addition, and as endorsed by the Board of Selectmen (BOS), the town now has a three-year budget process. The BOS also endorsed a goal for annual spend on capital items (as capital projects tend to be deferred when there are budget pressures). The Finance Committee will be looking for town staff to continue to pursue more efficient ways to provide town services. It is recognized that Chatham provides an excellent set of services but increasing efficiencies are critical to mitigate some long-term challenges that the town will face going forward.

Budget items that created major discussions this year were: 1) The Monomoy Regional School District (MSRD). Chatham has received significant savings from regionalization, though the schools still represents 1/3 of the total operating expenses; 2) Capital spending was at the highest level in recent years and at the high end of the BOS goal; 3) Debt Service levels as total Debt has increased three fold in recent years (to approx.\$100 Million). This is a result of major projects approved by Town Meeting (Sewer project, the new Police Station and Town Annex); 4) There was a special Town Meeting in October 2013, where the new fire station was approved, which will also add \$10 million in debt in future years.

On the revenue/funding side of the towns’ budget, the goal was to keep the tax levy flat for FY 2014 (actual increase is < 1%). While municipal operating expenses increased by

2.7%, these were offset by saves from the MSRD and higher “free cash” levels that were allocated to offset any tax increase.

The Finance Committee pledges to work with the Board of Selectmen, town staff, committees and taxpayers, such that Chatham prudently manages its finances (“AAA” bond rating affirmed 2013). The Committee will continue to be transparent and an independent voice to Town Meeting.

There were no changes to the Finance Committee membership. We thank Town Manager Jill Goldsmith, Finance Director Alix Heilala, and our Secretary Amanda Monahan, for their cooperation and assistance.

**Respectfully submitted,  
Kenneth Sommer, Chairman  
Dean Nicastro, Vice-Chair  
Robert Dow, Clerk  
Rosalyn Coleman, Norma Avellar,  
Jo Ann Sprague, John Whelan,  
John Crea, Steve West**

## Fire Rescue Department

On behalf of the dedicated men and women of the Chatham Fire Rescue Department, it is once again an honor to present our Annual Town Report.

The fire department responded to 2,790 calls for service in 2013, which is 192 (8%) more than last year. As in previous years, these calls varied from complex medical emergencies, vehicle accidents, and rescues, to structure fires in our community. Our firefighters/paramedics are highly trained to provide the most efficient service possible and are very capable of mitigating these types of emergencies and much more. In addition, several inspections and plan reviews were conducted to improve safety in the community.

The fire departments’ ambulance transported 1,008 patients to the hospital and received \$613,460.50 in revenue, an increase of \$53,304.48 (9.5%) from the previous year. Fire inspection fees and permits generated \$25,019 in revenue, an increase of \$4,314 (20%) from the previous year. The total department revenue collected in 2013 was \$638,479.50, an increase of \$58,323.48 (10%) over 2012.

Customer service continues to be one of the highest priorities in our service delivery. The firefighters look for every opportunity to go above and beyond the normal call of duty when interacting with the community.

The firefighters and I want to thank the community for its continued support. As this annual report is a look back at 2013, your fire department is already working hard to meet the challenges of 2014. Thank you!



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**EMERGENCY INCIDENTS 2,790**

Fire Related Incidents	780 (28%)
Medical Related Incidents	1,870 (67%)
Other	140 (5%)

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**NON-EMERGENCY/  
SERVICE INCIDENTS 879**

Respectfully submitted,  
Michael Ambriscoe, Fire Chief

## Golf Advisory Committee

As of May 2013 there were 93 single memberships, 54 family memberships and 6 memberships from Harwich residents.

The Committee members began the summer season by meeting with Park & Recreation Director, Dan Tobin, and Dennis Donohue, Sports Management Group, to discuss and plan needed clean-up of dead and fallen trees from the course. The members also began discussions on the possibility of building stairs at the 7th and 9th tees to provide safer access and egress. It was determined that the Committee would apply to the Community Preservation Committee for consideration of this project.

In an attempt to track play, it was decided that all players would sign in as either a member or a guest.

The ongoing discussion on the use of carts continued. It was reiterated that drivers must produce a valid driver's license and children are not allowed to drive.

There was further discussion regarding the 2nd tee and the inherent danger of errant golf balls landing in the Chatham Bars Inn Spa area. It was agreed that any screening or living wall structure must not be located on golf course property.

A suggestion was made to the Committee to create family tee boxes to assist families with young/new player(s) and help speed up play.

At the last meeting of the Committee in November, David Clark, Clark Engineering presented schematics of the proposed improvements to the 7th and 9th tees. If approved for funding by both the Community Preservation Committee and Town Meeting, construction could start in the fall of 2014.

Respectfully submitted,  
Douglas Ann Bohman, Chairman  
Steve Kuzma, Danyel Bianchi-Matteson,  
Tom Patton, Roger Sullivan

## Harbormaster Division

The division in 2013 is responsible for installing 200 plus seasonal and year-round aids to navigation, management of the Municipal Fish Pier, assisting mariners and persons in distress, active enforcement of

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### Fuel Concessions

	Product	Gallons	Amount
Whiteley	Diesel	206,900.45	\$18,621.87
	Gasoline	15,074.1	\$1,356.67
	Total	221,974.55	\$19,978.54

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### Fish Landings - Municipal Pier

Nantucket Fish Co., Inc	2,063,000 pounds
Red's Best	3,851,008 pounds
Total	5,914,008 pounds

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maritime law throughout Chatham waterways, responding to pollution events and providing prevention measures, and the issuance and renewal of all mooring, docking and wait list permits. In addition, for 2013 the division operates and maintains the Mitchell River Drawbridge, provides oversight and management of Town Landings. The division operates within and reports to the Police Department.

### Mooring Management

Private Mooring Permit Total	2,432
Mooring Wait List ( <i>number of persons on list as of 11/14/13</i> )	1161
Third Party Permits ( <i>moorings used by someone other than mooring owner</i> )	121
Mooring Permit Non-Renewals ( <i>includes all permits</i> )	91
Mooring Assignments - ( <i>20 pending</i> )	79

### 2013 Calendar Year Revenue Total

Includes Packing House Rental, Packer Permits, Fuel Fees, Mooring Permits, Wait Lists, Mooring Late Fees, Airport Storage, Docking Permits, Transient Mooring Rentals, USCG Slip Rental, Bridge Street Parking, and Ryder's Cove Ramp Fees \$397,693.83

### Seasonal Patrol Boat Report and Recommendations

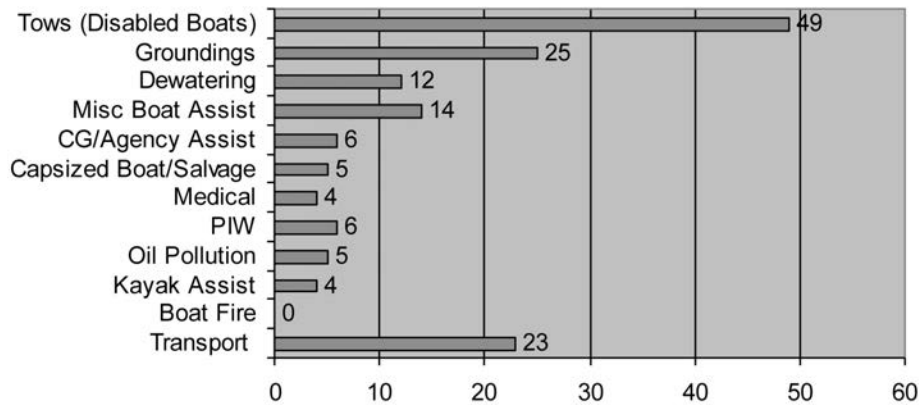
**1. OVERVIEW** – The Chatham Harbormaster Division is responsible for all the navigable waterways of the Town of Chatham, which includes 66 miles of coastline, as well as other areas as required including waters from the baseline out to 3 nautical miles offshore. In addition to assisting mariners and swimmers in distress, the Harbormaster Department is responsible for maintaining all Town owned Aids to Navigation, pollution prevention and response, enforcement of state and local waterway regulations and bylaws, and management of mooring permits and regulations. In accordance with department Standard Operating Procedures, Patrol

Boat operators conducted safe and effective boat operations throughout the unique and challenging waterways of Chatham. The following report highlights their efforts and results for the 2013 season.

**2. SUMMARY OF OPERATIONS:** With only a few exceptions the H-24 Patrol Boat was dedicated to patrolling the waters of Chatham Harbor, which includes Chatham Inlet, North Beach and North Beach Island, Pleasant Bay channel, Aunt Lydias Cove, Bassing Harbor, Ryders Cove, Crows Pond, Pleasant Bay, the east side of North and South Monomoy Islands, and offshore waters. The H-21 Patrol Boat was dedicated to patrolling the waters of Stage Harbor to include the entrance channel, the Southway, Oyster River & Pond, Mitchell River & Mill Pond, waters along Hardings, Ridgevale and Cockle Cove Beaches, the west side of North and South Monomoy Islands, and offshore waters in Nantucket Sound. The H-25B Carolina Work Skiff was utilized primarily for the purpose of setting, hauling and servicing aids to navigation within Chatham waterways. The H-25 Patrol Boat (Parker), equipped with the Geographic Information System (GIS) was mainly used for mooring management within Chatham Harbor and Stage Harbor, yet was used for other missions as needed. While it is very difficult to capture in totality the multi-mission work that the patrol boat operators have executed over the season, the following summary by mission area captures a significant level of effort:

**a. MARITIME ASSISTANCE** – Outline below is a list of maritime assistance cases that have been accurately captured in Incident Reports and patrol boat daily logs. The 154 cases successfully executed by the department's patrol boat operators have resulted in many lives saved or assisted and millions of dollars in property saved.

Maritime Assistance Cases



**b. LAW ENFORCEMENT** – The primary objective of all law enforcement actions by the Chatham Harbormaster Division is to promote public safety and welfare by encouraging voluntary compliance, and addressing non-compliance. Again this year, presence through active patrolling of Chatham waterways by patrol boat operators served to significantly deter negligent or unlawful operations. This year the department continued with the requirement for patrol boat operators to conduct a post-incident safety boarding for each boat that required a tow back to port. In addition to numerous verbal warnings, patrol boat operators issued 05 written by-law violations.

**c. MOORINGS** – Patrol boat operators conducted mooring checks within all Chatham mooring fields to ensure the proper display of Town mooring stickers and state registration stickers, ensure proper display of mooring number and name on mooring balls, and checked the condition of hawsers. A total of 220 written warnings were issued for violations of mooring regulations. The Harbormaster Division continued to inspect mooring tackle & hawsers, reposition moorings as needed, remove abandoned or illegal moorings, and properly maintain 35 Town/Public moorings.

**d. AIDS TO NAVIGATION** – The department is responsible for the proper licensing of all 200 plus private Aids to Navigation by way of the U.S. Coast Guard; private Town aids are established, disestablished and updated by means of the Private Aids to Navigation (PATON) database. Patrol Boat operators were responsible for deploying seasonal private aids to navigation within Chatham waterways prior to the start of the boating season, verified and adjusted buoy positions throughout the season, and hauled

buoys for maintenance at the conclusion of the boating season. After being hauled, all buoys are pressure washed and reconditioned as needed throughout the off-season, which often includes welding repairs and replacement of ground tackle and chain.

**e. SUPPORT OPERATIONS** – In addition to executing the department’s primary missions, patrol boat operators provided support to the following agencies and organizations:

- **MA Division of Marine Fisheries** – Throughout the season, patrol boat operators again provided assistance to state marine biologist John Chisholm and staff as they continued their research and tracking of great white sharks within Chatham’s area of responsibility. In addition to providing transport of personnel offshore to the contracted shark tagging boat, the department also assisted in the deployment of 15 buoys outfitted with a shark tracking device/transponder in various locations both within the harbor and offshore.
- **International Fund for Animal Welfare (IFAW)** – Patrol boat operators reported the sightings of injured and/or stranded seals and dolphins within Chatham waterways, and were often called upon to transport IFAW staff to the scene to test and/or retrieve if necessary. As was the case the past couple of years, there were many reports of injured and dead seals with large bite marks suspected to be from sharks.
- **Local and National Media** – Again this year, there was significant media interest surrounding great white shark sightings within Chatham waters from both local and national media outlets.
- **OCEARCH** – The research vessel OCEARCH anchored off of Chatham for the month of August on an expedition to

catch and tag Great White sharks. Patrol boat operators provided transportation for MA Division of Marine Fisheries personnel to and from the ship. They also assisted by conducting security zones around the hoist platform during tagging operations.

- **Water Quality Testing** – Throughout the season, Patrol Boat operators transported MA state marine biologists and Town of Chatham health and environment personnel to areas within Chatham Harbor and offshore in support of water quality testing program.

### 3. LESSONS LEARNED

**a. Stage Harbor Patrol** – With the creation of the new cut in south beach, we restored our active patrol during the 10 hour operational day as has been done in the past, and is still being done on the Chatham Harbor side. The new cut attracted more boaters to the area bringing with it an increase in case load for that area. Towards the end of the summer, the inside of south beach had become one of the more popular destinations for boaters on the Nantucket Sound side of Chatham.

**b. EMT/Boat Crew** – This position was used to achieve a two person patrol posture during the weekends (Fri-Sun) on both the Stage Harbor and Chatham Harbor patrol boats. Clearly the weekends have the highest volume of boating activity, and therefore the period with the most vessel assistance and/or distress cases. This was the second consecutive year of this patrol addition and continued to be very effective.

**c. Cotchpicut “NO WAKE” zone** – In response to the shifting sandbar, and in accordance with 323 CMR 2:07 3 (c), the Harbormaster deployed “NO WAKE” buoys in the vicinity of Cotchpicut Landing. The sandbar brought the channel closer to the mooring and swim area creating a hazardous situation by vessels transiting the area at high speeds. Patrol boat operators made a significant effort to provide a presence in the area to educate boaters of the change. Over time, we saw a significant decrease in high speed vessel traffic.

### 4. MUNICIPAL FISH PIER

**a.** This year we had a new tenant at the Municipal Fish Pier as Red’s Best Seafood signed a one year lease with the Town of Chatham. Although they experienced some lease compliance issues, they have made a concerted effort to rectify the issues. The local fishing fleet seems to be happy with their services as well.

b. Over the summer the Wharfinger started collecting vehicular and pedestrian traffic data. By taking vehicle and pedestrian counts periodically throughout the day, we were able to gather rough estimates of the number of visitors to the Fish Pier. In the peak months of July and August the numbers suggest over 80,000 visitors a month.

**Respectfully submitted,  
Jason B. Holm, Deputy Harbormaster**

## Department of Health and Environment

The Department of Health and Environment (DHE) brings together those town staff having responsibility for the protection of public and environmental health, and natural resource protection and management. The DHE is comprised of the Health Division, Conservation Division, Water Quality Laboratory (WQL), Coastal Resources, and Shellfish Departments. This structure enhances the coordinated approach to protecting and enhancing Chatham's natural resources. A close working relationship is maintained with the Department of Community Development as most projects include permitting that involves both departments. The Department Director also oversees the Sticker Office, responsible for transfer station, beach, recycling, and ORV stickers, and Shellfish licenses. See separate annual reports for Coastal Resources, Shellfish, and Sticker Office.

Department staff continues to support numerous town boards and committees. Judith Giorgio (Health Agent) supports the Board of Health. Kristin Andres (Conservation Agent) supports the Conservation Commission and Land Bank Open Space Committee. Kristin Andres, Robert Duncanson, Ted Keon (Coastal Resources) and Renee Gagne (Shellfish Constable) serve on the Technical Advisory Committee for the Pleasant Bay Resource Management Plan as well as special topic work groups. Ted Keon supports the North Beach Advisory Committee, South Coastal Harbor Management Plan Implementation Committee, and Waterways Advisory Committee. Renee Gagne supports the Shellfish Advisory Committee. The Department Director supports the Water & Sewer Advisory Committee as well as representing the Town on numerous local, regional, and state committees, including the Cape Cod Water Protection Collaborative Technical Advisory Committee, EOEa Nutrient Management Technical Workgroup, Cape Cod 208 Plan workgroups, and others dealing with wastewater, water quality, and other environmental issues. See separate reports by a number of the referenced Committees.

## Comprehensive Wastewater Management Plan

A significant event in the long history of wastewater planning and implementation in Chatham occurred in 2013. On February 6th MassDEP notified the Town that the Administrative Consent Order (ACO), in-place since 1987, was lifted. This resulted from a finding by MassDEP that *"...in consideration of all the actions taken by the Town of Chatham, MassDEP has determined that the town has fulfilled its obligations, and the ACO is no longer in force or effect."* This action recognized the efforts of the town over the 26 years since the imposition of the ACO and the on-going commitment to implement the Comprehensive Wastewater Management Plan (CWMP) that was completed in 2009.

The importance of the new wastewater treatment facility was recognized when it was the cover/feature article in the spring 2013 edition of the *Journal of the New England Water Environment Association* (Vol. 47, #1). The article highlighted the publically-owned facility as the first of its kind in Massachusetts designed to achieve the limit-of-technology for nitrogen removal (3 mg/L Total nitrogen) and built with sustainability in mind. In 2013 the Total Nitrogen in the facility effluent averaged 2.9 mg/L, well below the Groundwater Discharge Permit limit of 10 mg/l and below the town's target of 3 mg/L.

With completion of the new wastewater treatment facility and Phase 1A sewer extensions in 2012 connection of individual properties began in 2013. At the end of 2013 42 properties had completed connection to the new sewer extensions and 60 properties were in the process of connecting (design, permitting, construction). The pace of connections is expected to increase in 2014 as the Board of Health issues mandatory connection orders. To help streamline the process staff developed an online application and tracking program which became active at the end of 2013. This will reduce the amount of paperwork between engineers, contractors, and town staff.

Following the successful completion of Phase 1A the town moved forward with the next phases of sewer extensions as called for in the CWMP. Phase 1B, which was approved in May for a State Revolving Fund (SRF) loan at an interest rate of 0% (as opposed to 2%), resulting in significant interest savings over the life of the loan) under the so-called O'Leary Amendment, was funded at the May Annual Town Meeting (ATM). It should be noted that the Town Meeting also approved the rescinding of \$18.5M in borrowing authorization that was approved for Phase 1A under Article 14 in 2009 that

was not borrowed due to the receipt of USDA grants.

Phase 1B, along with Phase 1C described below, target sewer extensions in the Oyster Pond and Little Mill Pond watersheds. These are some on the town's most sensitive and important marine resources due to their multiple natural and man-made resources/uses. In addition, by mitigating nitrogen impacts in these areas, at the head of the Stage Harbor Complex, there will be beneficial impacts throughout the Complex. Phase 1B involves the rehabilitation of the existing Stage Harbor Road Pumping Station (SHPS) and replacement of the force main between the SHPS and Queen Anne Road @ Oyster Pond Furlong (to link to the new force main installed as part of the Route 28 project) (Contract #1), and sewer extensions along portions of Cedar St. and Stage Harbor Rd., Hardings Lane, Elizabeth Lane, and Robinson Court (Contract #2).

Following the Phase 1B ATM appropriation (approximately \$5M of a total appropriation of \$15M, the remainder for Phase 1C described later) Contracts #1 & 2 were put to bid. D&C Construction, Inc., Rockland, MA, was the low bidder for both contracts with bids that were approximately \$980,000 below the engineer's estimates. Bids below the engineer's estimate continue to highlight the excellent bidding climate and the on-going savings to the town previously realized in Phase 1A.

Construction on Phase 1B began after the Columbus Day holiday to minimize impacts to the fall tourist season. At the end of 2013 significant progress has been made on both contracts with the completion of the new force mains from the SHPS along Queen Anne Road to the intersection with Oyster Pond Furlong. The Contractor also started the installation of gravity sewers along Cedar St. and Stage Harbor Rd. Construction is expected to continue into early winter (weather permitting) so that paving can be completed in late spring 2014 following a 90 day settlement period. The contractor also started mobilization for the pump station work but waited until after the holiday period to take the station out-of-service. The work will require by-pass pumping of wastewater while work on the station proceeds so waiting for lower wastewater flows following the holidays will reduce impacts. The Contract #1 pump station work is expected to be completed by the end of April, while paving associated with Contracts #1 & 2 is expected to be completed in early-mid June, before the summer tourist season.

Phase 1C began with the 3-year project listed on the CY13 SRF Intended Use Plan;



this ensures the project will receive low interest SRF loans. Phase 1C is a planned 3-year effort of approximately \$27M to complete the extension of sewers in the Oyster Pond and Little Mill Pond watersheds. Upon completion of Phase 1C, in combination with Phase 1B and portions of Phase 1A, the sewerage of these watersheds will be complete and the impact of nitrogen originating from wastewater will be addressed.

The May ATM appropriated \$10M toward the initial phase of 1C. It is anticipated that 5 contracts will be bid for Phase 1C over 3 years, the May 2013 appropriation will fund the first two contracts. It is planned to seek the remainder of Phase 1C funding, \$17.5M, at the May 2014 ATM. In December the town received word that MassDEP had approved the initial Phase 1C projects for 0% SRF funding, again resulting in significant interest savings over the life of the loan. At the end of 2013 Chatham was successful in having 3 projects submitted for 0% funding all approved by MassDEP for 0%, including the state's first 0% project back in 2010.

The first contract for Phase 1C, targeting sewer extensions in neighborhoods north and south of Route 28 in the Oyster Pond watershed, was submitted to MassDEP in October and should be bid in early 2014 with construction starting in the fall.

Regular progress reports on construction activities and other aspects of the CWMP implementation are available on the town's website: [www.chatham-ma.gov/public\\_documents/ChathamMA\\_CWMP/CWMP](http://www.chatham-ma.gov/public_documents/ChathamMA_CWMP/CWMP). The public is encouraged to review the Final CWMP/Final EIR, and other CWMP reports and documents, which are available on the town's website and at the Eldredge Public Library. The town's website also contains a Frequently Asked Questions document on the CWMP and the wastewater project construction. There is also a link to the **Barnstable County Community Septic Management Loan Program** which provides low interest loans for replacing septic systems as well as making sewer connections.

Regional wastewater planning got underway in 2013 as the Cape Cod Commission initiated the so-called "208 Plan", named for the relevant section of the Clean Water Act. The Cape's 208 Plan was created in 1978 and has not been updated since that time. With \$3.3M in funding from the SRF Program the Commission is working, in concert with numerous stakeholders, on development of a draft 208 Plan update by June 2014. The Commission is working on a watershed-based plan with working groups meeting 3 times over the course of the fall to develop/review background information, evaluate

technologies, and develop mitigation scenarios. In 2014 these efforts will be wrapped up into sub-regional and then a regional plan. The Commission has been adamant that this will not be a cape-wide CWMP but rather tools/information the towns can use to make informed decisions.

### **Pleasant Bay Alliance**

The Pleasant Bay Alliance (PBA) (see separate report) had another busy year as it continued implementation of the Resource Management Plan (RMP) for the Pleasant Bay Area of Critical Environmental Concern (ACEC). The DHE Director remained heavily involved as chairman of the RMP Technical Advisory Committee. The Alliance continued coordinating the wastewater/nutrient management efforts of the 4 Pleasant Bay watershed communities to address the total nitrogen Total Maximum Daily Load(s) (TMDL) for Pleasant Bay and its sub-embayments.

### **Muddy Creek Restoration Bridge Project**

Following the release of a Request for Proposals (RFP) for engineering and environmental permitting services in late 2012 the joint Harwich-Chatham Oversight Committee reviewed the submitted proposals and held multiple interviews in early 2013. Following the interviews the Committee selected the firm of CDR Maguire, Inc., Providence, RI, to undertake the design and permitting of the bridge in accordance with MassDOT standards (Route 28 is a state road). In accordance with the Intermunicipal Agreement between the two towns costs for engineering design and environmental permitting are being shared 50-50.

The Oversight Committee met monthly with the consultant culminating in an October 24th public meeting on the 25% design plans. The 25% design plans and a hydraulic/scour analysis report were submitted to MassDOT in late fall for review. Final design, permitting, and project bidding are expected in 2014.

Funding for the project took a major leap forward with the announcement in October that the U.S. Fish & Wildlife Service's Hurricane Sandy Mitigation and Resiliency Program would provide \$3.7M, with \$3.4M directed toward construction, in grant funding for the project. With an engineer's estimated construction cost of \$3.4M, plus the cost of utility relocations, a majority of the project cost will be covered by the grant. The full extent will not be known until the project goes to bid. This grant will significantly reduce the cost to taxpayers in Chatham and Harwich. The towns still have a grant proposal

pending with the National Coastal Wetlands Conservation Program, word on that funding is expected in early 2014.

### **Stormwater Management**

Stormwater management projects continued in 2013 with several projects integrated into wastewater construction and others in the design phase. Engineering design work began on stormwater projects on Old Queen Anne Rd. in the vicinity of Muddy Creek, Battlefield Road and Landing, and the lower end of Main and lighthouse overlook. Engineering and permitting are expected to be completed in 2014. Work continued with GIS staff on the detailed, town-wide mapping of drainage infrastructure. This mapping is a required component of the town's Phase II Stormwater Permit.

### **Health Division**

The Health Division of the Department and Health and Environment was busy in 2013 working on many public health initiatives, with the Board of Health (BOH), continuing to focus on traditional public health. The Health Division staff and BOH set out to provide more opportunities for the citizenry of Chatham to become "healthy" in 2013. Working with the Visiting Nurse Association of Cape Cod (VNA) and the Barnstable County Health Department, a very successful 2nd annual Community Health Fair was held at the Community Center, open to all, this fair provided vaccinations, nutrition, physical fitness, health screenings, and well-being information to many families in Chatham. Free flu shots to anyone in need were offered at several flu clinics, including all families and Staff in the Monomoy Schools, town employees, the business community, and the general adult population. Many other vaccines are offered throughout the year to those in need through the VNA, including Hepatitis, Varicella, and Tetanus. Blood Pressure Screenings were also offered weekly by the VNA or the Barnstable County Health Department.

As always the Health Division staff is busy all year with the routine enforcement and licensing for Public and Environmental Health. Routine inspectional work included food service, tobacco control, septic systems, housing and nuisance complaint investigations, swimming pools, and motel/hotels and inn inspections. Staff worked cooperatively with the Fire Inspector and Building Commissioner on annual inspections. This year Staff training focused on Housing Certification and Hoarding Issues. In addition Emily Beebe, Health Inspector, focused on food safety, becoming HACCP trained, and working with our food service operators to keep communication open. She has streamlined

Permits		
Disposal Works Construction Permits	137	\$ 15,660.00
Food Handler's Permits	69	\$ 7,350.00
Motel/Cottage Permits	10	\$ 1,250.00
Installer's Licenses	20	\$ 2,500.00
Septage Hauler's Licenses	11	\$ 1,375.00
Test Hole Fees	75	\$ 7,500.00
Swimming Pool/Hot Tub Permits	9	\$ 1,075.00
Well Construction Permits	17	\$ 1,275.50
Tobacco Sale Permits	3	\$ 300.00
Real Estate Inspection Review Fees	230	\$ 6,360.00
Rubbish Hauler Licenses	3	\$ 375.00
Stable Permits	7	\$ 280.00
Scallop Facility Opening Facility Permits	2	\$ 100.00
Room Inspection Fees	6	\$ 950.00
Board of Health Variance Review Fees	15	\$ 1,125.00
Recreational Camp Permits	4	\$ 140.00
Well Destruction Permit	1	\$ 10.00
Bathing Beach Permits	15	N/C
Misc. copies		\$ 25.50
<b>Total</b>	<b>634</b>	<b>\$ 47,651.00</b>

procedures for permitting establishments, and events, such as First Night, the Farmers Market, and the Taste of Chatham. Food Service trainings were again held providing basic food sanitation information, choke saving, and hands on CPR to our food establishments. We hope to continue these trainings annually. All building permits, Zoning Board of Appeals applications, Planning Board applications and real estate inspection reports were reviewed and reported on. Staff also reviews all sewer connections and has helped to develop a tracking system, with assistance of Paul Lagg, GIS coordinator.

Public health emergency planning continues with the Health Division and the BOH. Quarterly communication drills are conducted by department staff. Emergency Dispensing Site (EDS) Drills are conducted as part of our annual flu clinic. The Public Health Emergency Plan was updated and portions exercised with assistance from the Barnstable County Nurse Planners, and the Cape Cod Health Agents Coalition and the Chatham Local Emergency Director, Captain John Cauble. EDS and Strategic National Stockpile (SNS) and Public Information Office (PIO) training was offered to individuals identified in the Emergency Plan, including the Board of Health and Town Staff. The State of Massachusetts DPH has provided the Town with replacement Potassium Iodide (KI) Pills for use during a radioactive release, and we have provided replacement supply to the Chatham Schools. We continue to distribute the pills to the public. Pills can be picked

up at the Health Department during business hours.

The Acella pilot permitting project was rolled out in the Health Division. The design and initiation for online permitting and licensing has proved to be very challenging. Staff working with Craig Rowe, IT Director, and the Cape Cod Commission worked tirelessly to get the health department records ready for the New Year. As the year came to a close we were able to begin the process of relicensing all our businesses and professionals. We look forward to smooth sailing in 2014.

Animal Control Officer Meg McDonough continues to support the Health Staff in enforcing the Board of Health's Animal Regulations as well as acting as the Animal Inspector for the Town. Thank you for all your committed hard work.

Many thanks for to Dianne Langlois, Emily Beebe and our hard working Board of Health members, Edward Sheehan, Mary Ann Gray, Ted Whittaker, Dr. Allen Ward, and Ronald Broman.

### Conservation Division

The primary responsibility of the Conservation Division staff is to provide support to the Conservation Commission who is responsible for administering the Wetlands Protection Act (MGL Ch 131, s. 40) and the Chatham Wetlands Protection Bylaw (Chapter 272). A majority of staff time is dedicated to facilitating the permit process under the wetlands protection laws by:

- Serving as liaison between professionals, applicants, and the Commission;
- Educating the public on wetland values, natural resource protection, the application process;
- Maintaining the conservation related records and resource materials;
- Reviewing proposed projects and applications;
- Conducting site inspections for preliminary review of projects and for compliance with permits;
- Preparing permits and issuing documents; and
- Investigating reported violations and taking necessary enforcement actions, including the issuance of tickets and court appearances.

### Wetlands Protection

In 2013 there were a total of 234 applications submitted to the Commission for work within areas protected by state and/or local wetlands protection regulations, representing a 5% increase over 2012 applications.

Applications were made up of 102 Administrative Reviews, 32 Requests for Determination of Applicability, 81 Notices of Intent, and 18 Requests to Amend Orders of Conditions. Due to the Permit Extension Act (PEA) passed by the state legislature, there was no need to issue any extensions of Orders of Conditions.

- Total Wetland Application Fees Collected: \$35,655.00

The total wetland application fees collected include a portion of the state application fee as well as a separate local filing fee. The town's share of the State fees collected totaled \$15,337.50 and the fees collected under the local bylaw totaled \$20,317.50. By statute, wetland fees obtained in the administration of the MA Wetlands Protection Act can only be used to carry out the Commission's duties under the Act, not for other Commission activities.

### Staff Duties

Other duties and responsibilities of the conservation staff include

- staff support to related committees such as the Land Bank Open Space Committee, South Coastal Harbor Management Plan Committee;
- participation in regional workgroups and committees such as the Pleasant Bay Alliance;
- providing public education through workshops, the town website, and dissemination of informational brochures and handouts;
- providing presentations to local organizations;
- active pursuit of continuing education by attending seminars and conferences;



- drafting and implementation of Commission policies and regulations; and
- assistance to the Commission in the oversight of town-owned conservation lands through monitoring and implementation of land management plans.

The Assistant Agent's role is assisting the Conservation Agent with conservation related matters, in particular the management of the town-owned conservation properties under the oversight of the Conservation Commission. Numerous management projects, including trail work, cleanup of dumping sites, invasive species removal and restorative plantings, posting of signage, etc. were conducted over the last year with the help of AmeriCorps volunteers and other department staff. Assistant Agent Lara Slifka completed her service to the Town in November.

### Public Outreach

The Division staff organized free public programs that included a talk in June about turtles featuring author Susan Baur and Wellfleet Audubon Sanctuary Director Bob Prescott. A summer series was held each Saturday night throughout the summer on various natural history topics with support from the Chatham Conservation Foundation, Inc. and Friends of Trees. In November, an event was held entitled "Protecting Our Water Resources – An Ecological Approach to Land Care and Design" at the Community Center featuring the internationally known horticulturist and photographer, Rick Darke. The program was accomplished with financial support from and collaboration with the Chatham Conservation Foundation, Inc., the Friends of Trees, the Association to Preserve Cape Cod (APCC) and Grow Native Massachusetts. The programs were provided free to the public and in the case of the November event, videotaped by the Town and archived on the town's website.

The Agent gave a presentation to the Chatham Alliance on Conservation Land Stewardship.

Staff continues to update the town's conservation webpage and seeks to use all available means to inform the public about conservation issues. Chatham Conservation is on Facebook.

### Conservation Land Management

The implementation of the *Conservation Land Management Plan and the Wildfire Protection and Preparedness Plans* is an ongoing process. Some of the many land management projects completed at Conservation Areas over the past year include:

- **Forest Beach** – continued invasive species control, annual mowing,

- **Captain George** – continued invasive species control, weeding and replacement of shrubs, semi-annual mowing
- **Training Field Triangle** – trail maintenance, removal of hazardous trees, poison ivy control
- **Old Comers Woodland** – semi-annual meadow mowing, trail maintenance
- **Sylvan Gardens** – invasive species and storm damage removal, trail maintenance
- **McCoy Tree Farm** – trail maintenance
- **Valley Farm Conservation Area** – trail maintenance
- **Cedar Street Conservation Area** – trail maintenance, invasive species control, installation of fruit trees
- **George Ryder Forest** – trail maintenance, signage posted
- **Star Bog** – trail maintenance, installation of split rail fence, property signs
- **Main Street** – installation of property line signs, split rail fence
- **Mill Hill Road Bog** – removal of Japanese knotweed
- Property inspections, surveys, and gathering of GPS points at property bounds and along trails
- Addressed encroachment issues
- Rubbish removal where illegal dumping has occurred

**Rolf E. Sylvan Gardens** – Intensive work with the consulting group hired to prepare a comprehensive plan for Sylvan Gardens continued throughout the year. Planning for management activities has started, including creation of parking and access.

As identified in the plan, a group of volunteers has assembled to form a *Friends of Sylvan Gardens* organization. Staff has been working with the group to create a 501(c)(3) not-for-profit organization that will work collaboratively with the Town and help with funding, volunteer network, public outreach, and ongoing management of the property.

**Land Stewardship Program** – October marked the kickoff of the Land Stewardship Program. Over 25 volunteers have signed on to help monitor conservation properties and submit reports on their findings. The information will be maintained in a data base, assisting with identifying management issues and projects important to insuring safe public access and preservation of the quality of our wild lands. With the help of Barbara Waters and AmeriCorps placement Bethany Reynolds, we look forward to a rewarding year.

**AmeriCorps** – We were fortunate to have AmeriCorps members assist with several group projects. Most projects pertained to trail maintenance, invasive species removal

and other land management activities. These are all projects that might otherwise not be accomplished due to limitations of town staff and funding.

Our AmeriCorps placement, Colin Fox, created a video featuring the Forest Beach Conservation Area which is posted on the website for viewing. We hope this will be the first of many that document the valuable open space properties held in conservation.

Our new AmeriCorps individual placement, Bethany Reynolds, started in October and has been a huge asset to the Division. She is serving one day per week through July 2014, working on the Land Steward Program and other conservation-related projects.

The conservation land management work of this division and the Conservation Commission is greatly enhanced by the assistance of AmeriCorps Cape Cod. AmeriCorps volunteers provide an extremely valuable service to the Conservation Commission and the Town in assisting with trail maintenance, invasive plant species control and other land management activities organized as group projects, projects that might otherwise not be accomplished due to limitations of town staff and funding. AmeriCorps volunteers are in demand for projects around the Cape and the application process for obtaining their services continues to get more competitive each year. We are grateful for each time AmeriCorps is able to provide their valuable assistance.

**Senior Tax Workoff Program** – Our division was fortunate to have the service of Doug Nichols, Barbara Waters and Peggy Crespo who worked on projects within the Department.

The **ChathamRecycles** workgroup continues to meet once a month or thereabout. In past years, the workgroup was fortunate to have an AmeriCorps member assist with recycling events, however this past year the group was not so lucky. Regardless, the group held its **fourth annual Book & Media Swap on March 22nd and 23rd** – two days at the Annex building. We were fortunate to have the assistance of the Chatham Girl Scouts and AmeriCorps for the day. For the **sixth year in a row RecycleFest '13** was held May 18th at the Transfer Station that featured an E-Waste collection which removed over 2 tons of electronic equipment. In addition, the **sixth annual Drop & Swap event** was successfully held Saturday, October 19th. Featured were free brush drop off and free small appliance disposal. All recycling events receive a significant response.

The ChathamRecycles website continues to provide the public information on recy-

cling in Chatham: [www.chathamrecycles.org](http://www.chathamrecycles.org) and is now on Facebook.

Through a MA DEP Municipal Sustainability Grant, compost bins continue to be available to the public at a discounted price. Blue recycling totes were brought back by popular demand for sale at the Transfer Station. Proceeds from all of these sales are deposited into a revolving fund which is specifically earmarked for the purchase of more bins.

The tasks accomplished by this division are due to the very much appreciated support and diligent efforts of Secretary Mary Fougere and Assistant Conservation Agent Lara Slifka, as well as the extraordinary cooperative efforts of other town department staff.

### Water Quality Laboratory

The assessment and protection of the Town's water resources (marine and fresh surface, and groundwater) remained a primary area of activity for the Water Quality Laboratory (WQL).

The seasonal shellfish closure program, which affects Mill Creek, Taylors Pond, Bucks Creek, and Muddy Creek, continues to function well allowing these areas to open in the winter and spring when water quality criteria for harvest are met.

Oyster Pond and Oyster Pond River were closed to shellfishing beginning in late June in response to a reported outbreak of Norovirus in oysters from a grant. Following numerous discussions between town staff, the grant holder, and state and federal agencies the Board of Selectmen granted permission for an emergency grant in Stage Harbor. This allowed oysters to be re-located for cleansing prior to being sold. Testing of water quality and shellfish meats provided contradictory findings and did little to point in a definitive direction for the contamination. The most likely cause, although not proven, was illegal discharge of boat waste. Oyster River was re-opened to shellfishing on October 14th following multiple clean water samples analyzed by the State. Oyster Pond re-opened in December on its normal schedule. Town staff, the grant holder, and state personnel met to follow-up and coordinate future testing and response for summer 2014.

Due to the WQL's ongoing relocation to the new wastewater treatment facility no samples were analyzed from the town's municipal water system in 2013. This ensured that the highest levels of quality control and public health protection were maintained.

In compliance with the Massachusetts Beaches Bill, public and semi-public beaches were tested weekly during the swimming season (June to Labor Day). 258 water samples

were collected and tested for *Enterococci* or *E. coli* bacteria from 21 locations (10 saltwater beaches (169 samples + 10 re-tests), 3 freshwater ponds (42 samples), and 3 semi-public beaches (37 samples)). Based on the test results, overall the beaches met the required water quality standards for recreational use. There were a total of 14 "beach day" postings (no swimming advisors) during the 2013 swimming season. This is 0.95% of total "beach days" in summer 2013. The majority of posting days (13) occurred at Bucks Creek, likely related to higher average water temperatures and the influence of the surrounding wetlands. The remaining posting was at Pleasant St. Beach for 1 day for which no definitive cause was identified.

Cockle Cove Creek remains posted *No Swimming* per Order of the Board of Health due to naturally occurring elevated bacterial counts originating from the surrounding wetlands. The Board's *No Swimming* posting of Andrew Harding's Lane Beach, due to concerns over strong currents and a steep drop-off to deep water, also remained in effect.

Beach testing results and closure notices continued to be posted at the Town Offices, Town Annex, Sticker (Permit) Office, and the Commonwealth of Massachusetts web site ([www.mass.gov](http://www.mass.gov), go to beach testing).

The WQL continues to coordinate the volunteer PBA Citizen Water Quality Monitoring Program and the *Chatham Water Watchers* Program to maximize data collection and effectively utilize limited resources. The *Chatham Water Watchers* is a volunteer-based monitoring program run in cooperation with the Friends of Chatham Waterways. The Friends are actively recruiting new members to join this program that remains integral to understanding the condition of our local waterways. More information is available at [www.chathamwaterways.org](http://www.chathamwaterways.org). The Coastal Water Quality Nutrient Monitoring Program had another very successful season in 2013 thanks to all the volunteers involved. The program has 15 stations located throughout the estuarine waters of Chatham which were sampled twice monthly July through August and once in September yielding 130± samples for nutrient analysis. In addition, a comparable number of field measurements for parameters such as temperature, dissolved oxygen, transparency, etc. were collected.

Monthly Department reports are available on the town's website ([www.chatham-ma.gov/Public\\_Documents/index](http://www.chatham-ma.gov/Public_Documents/index) as part of Board of Selectmen meeting packets.

The DHE is grateful to all Town Departments and the public for their support, assistance, and cooperation during 2013. The Director would like to again offer thanks to

the many volunteers of the *Chatham Water Watchers*.

Assistant Conservation Agent/Environmental Technician Lara Slifka resigned her position in late fall following maternity leave to spend more time with her new son. We wish her well.

Special thanks are due the staff of the Department of Health & Environment as they continue to serve the citizens of Chatham with respect and professionalism.

**Respectfully submitted,**  
**Robert A. Duncanson, Ph.D.**  
**Director of Health & Environment**  
**Director, Water Quality Laboratory**

**Judith Giorgio, R.S., Health Agent**  
**Emily Beebe, R.S., Health Inspector**  
**Dianne Langlois, Health Secretary**  
**Renee Gagne, Shellfish Constable**  
**Theodore Keon, Coastal Resources**  
**Kristin Andres, Conservation Agent**  
**Mary Fougere, Conservation Secretary**  
**Lara Slifka, Assistant Conservation Agent/**  
**Environmental Technician (resigned 2013)**  
**Rachel Hutchinson, Propagation**  
**Specialist/Assistant Shellfish Constable**

## Chatham Herring Warden

All Commonwealth herring runs, including the Ryder's Cove run, remained closed as mandated by the Massachusetts Division of Marine Fisheries (DMF) due to the reduced population of herring stocks. However, the Ryder's Cove herring run had a noticeable increase in herring numbers this past year with a larger population of returning alewife than we have seen for several years. We hope this is a sign that regional herring numbers are on the rebound. Both herring runs continue to function well following the improvements to the Stillwater Lake and Lover's Lake fish ladders completed a couple of years ago.

Thanks are extended to Norman St. Pierre, Paul White and Ted Keon for their generous assistance in the seasonal maintenance of the herring run.

**Respectfully submitted,**  
**Donald St. Pierre, Herring Warden**

## Historic Business District Commission

Thank you for the opportunity to appraise you of the work completed by the HBDC in its 2013 calendar year.

The HBDC held 24 meetings during the course of the year.

A total of 131 applications were reviewed

for Certificates of Appropriateness, compared to 102 applications for the previous year.

In 2013 \$2,290.00 was generated through application fees, compared to \$1,930.00 generated in the previous year.

Applications included:

- 74 sign applications (56 applications in 2012)
- 34 applications for major renovation/construction (24 applications in 2012)
- 16 Minor applications (25 applications in 2012)
- 7 demolition applications (2 applications in 2012)
- 7 Pre-applications
- 3 Site Visits (4 visits in 2012)

Daniel Sylver was re-elected as Chairman, Darci Sequin as Vice Chair, Ali Van der Burg as Clerk. Theodore P. (Sam) Streibert and Jackson Smith continue to serve as a regular members. Lynn Van Dine serves as the HBDCs First Alternate. Selectperson Florence Seldin remains the HBDCs' / BOS Liaison. Sarah Clark is the HBDCs' Secretary, Lynn Thatcher serves as the HBDC/Planning Board Liaison and Kristen Holbrook as the Recording Secretary.

At the time of this report the HBDC remains one Alternate member short.

Some highlights included:

- Relocation of the Kelsey / Kennard Building
- Continued review of the Chatham Orpheum Theater
- Mayflower Project
- Bearses By Way
- High Wheeler Square
- Bradford Inn
- Cumberland Farms Relocation

Other notable items include:

- The HBDC continued working with the Chatham Historic Commission in the demolition review process of houses with in the Historic Business District.
- The HBDC participated with the Historical Commission and Historical Society in celebration of Preservation Month.

**Respectfully submitted,**  
**Daniel Sylver, Chairman**  
**Darci Sequin, Vice Chairman**  
**Ali Van der Burg, Clerk**  
**Sam Streibert, Jackson Smith**  
**Lynn Van Dine, Alternate**

## Historical Commission

The Chatham Historical Commission, under the "Demolition Delay Bylaw", hears applications for major renovations or proposed demolition of properties greater than 75 years old. If a property is deemed

"Historically Significant" and a compromise cannot be reached, a maximum of 18 month demolition delay can be imposed. The bylaw also applies to National Register districts and National Register properties. (i.e. "The Old Village"); if it is deemed to be a "substantial alteration", it must be referred to the Cape Cod Commission.

In 2013, the Commission heard 23 applications for partial and/or full demolition of historic structures. This compares with 20 applications heard in 2012 and 11 in 2011, respectively. Of the 23 applications heard in 2013, the Commission only imposed one demolition delay and did not refer any applications to the Cape Cod Commission. In 2012, the Commission imposed only one demolition delays and made no referrals to the Cape Cod Commission. This evidences the successful effort of the Commission in working with applicants on a compromise basis.

The vast majority of applications are resolved without imposing a demolition delay or referral to Cape Cod Commission. This suggests that the Demolition Delay By-law is instrumental in preventing the demolition of some historic buildings. It is also the opinion of the members of the Commission that the bylaw provision, allowing up to an 18 month demolition delay, continues to be a constructive incentive for owners to work with the Commission, on a compromise basis, to limit the loss of historic structures.

The Commission has continued its policy of encouraging applicants to informally address the Commission or ask for an informal site visit prior to filing an application. This process has proven to be effective in answering applicants' questions relative to the hearing process and clarifying the jurisdiction of the Commission. Subsequent to these meetings, applicants have often modified their plans so as to minimize areas of potential conflict.

The Commission continues to be engaged in numerous on-going programs and projects including: 1) a consulting party on the reconstruction of the Mitchell River Bridge; 2) interpretive sign program for homes and businesses; 3) coordination on additional physical improvements to the Marconi/RCA buildings and site; 4) formation of the Chatham Windmill Group in cooperation with Parks and Recreation for the operation and reopening of the Benjamin Godfrey Gristmill in Chase Park for visitors; 5) the continued work on of historical surveys of all properties over 75 years old; and 6) the Preservation Awards Program, which continues to draw a record number of applications.

The Commission is proud of its efforts to recognize, preserve and restore the histori-

cal buildings in our community. We look forward to continuing to work with citizens, developers and municipal departments in our efforts to maintain and enhance the historical character of Chatham.

**Respectfully submitted,**  
**Frank Messina, Chairman**  
**Robert Oliver, Vice Chairman**  
**Donald Aikman, Clerk**  
**Nancy Yeaw, William Manley,**  
**Jane Moffett, Sandi Porter**

## Human Services Committee

Currently the Human Services Committee consists of seven (7) voting members, and one (1) non-voting member. Our membership is down three (3) from our desired membership of eleven (11). The committee has lost one member, and gained three members during 2013. The current members are:

- Cece Motz (Chairman)
- Paul Brown
- Joanne Donoghue
- Joan Howe
- Janice O'Connell
- Marilyn Sneden
- Ann Wade
- Mandi Speakman (*Chatham Council on Aging Director and a non-voting committee member*)

Members leaving the committee during the past year were:

- Scott Daniels

The charge to the Human Services Committee is to create and implement a coordinated approach to the delivery of human services to the people of Chatham and recommend funding for agencies or programs that provide these services. We reach out to the citizens of Chatham through articles about the Human Service Committee in local papers (Chronicle and Cape Codder) and information available on the Town's website. We look at our currently funded agencies and consider new agencies that would fill any gaps that might exist. We attend local seminars and roundtables to learn more about the existing needs and services. In 2013, the committee continued the site visits that began in 2012 to currently funded agencies to better understand the various services they provide. We put out requests for proposals to currently funded agencies, and accepted proposals from other unfunded agencies as they are received. The bulk of our work is in autumn when we review the proposals and build a budget recommendation that meets as many needs as possible, while stewarding the limited funds available through the Town's budget.



This past year we evaluated and approved funding requests from twenty (20) agencies. The total annual funding request was \$208,050 for the fiscal year 2014. The committee was able to move certain monies around to remain level funded from fiscal 2013, yet add funding to two new agencies, Duffy Health Center and Outer Cape Health Services. These two agencies increased their presence on Cape Cod, and expanded their services to Chatham residents. Needs continue to increase in bad economic times, and during our proposal review, we saw that trend in the form of increased utilization of funded agencies by Chatham residents as well as increased requests for funds from certain agencies. This funding recommendation represents .567% of the total Town of Chatham operating budget proposed on January 28, 2013 to the Board of Selectmen.

### 2013 Activities

The committee reviewed the proposals of 19 agencies along with continuing our internal committee recommendation for the Chatham Community Child Care Scholarship Program. The funding requests represent a level funded recommendation over the approved fiscal 2013. The committee also scheduled and conducted site visits to two funded agencies and had two funded agencies attend committee meetings to provide reports. Additionally, a representative from the Council on Aging attended a meeting to discuss initiatives that they have been involved in to increase awareness of services available to assist in sourcing appropriate quantities of food for the senior population. A highlight of the year was the implementation of the Summer Food Service Program. This program provides a free snack and lunch to children in the summer months regardless of whether they are participating in sponsored recreation programs. This program was a success and served more lunches than originally expected.

### 2014 Activities

Going forward, our committee will continue to look at the human services needs in the community and recommend funding for agencies and programs that address those needs. We feel that one of the most important roles of government is to provide for the basic needs of our citizens who need help. In continuing our mission, the committee respectfully requests that the Town consider additional Human Service funding for future fiscal years. Organizations supported are experiencing rising costs in operational expenses, and have been requesting additional funding in recent fiscal proposals, which the committee has been largely unable to provide

due to level funding. We will again this year target more outreach into the community through providing awareness of the services available and supported by the Town of Chatham:

1. Continue to distribute the updated informational brochure at Town facilities and media sources, public gathering places, local churches, local doctors and dentists, and local food pantries to bring attention to funded agencies and services available to Chatham residents.
2. Continue to monitor the effectiveness of the Chatham Community Child Care Scholarship program including any additional funding required in subsequent budgets.
3. Recruit additional members to increase our membership to the normal complement of eleven.
4. Partner with Monomoy Community Services along with Monomoy Regional Schools to identify improvements in service levels and their business model to support their continued mission in Chatham.
5. Continue our mission of evaluating the proposals of the human service agencies who currently serve Chatham and look for new agencies that would address unmet needs.
6. Continue to visit the agencies funded by the Town to gain a better understanding of the services provided by and needs of each agency.

Respectfully submitted,  
**Cece Motz, Chair**  
**Paul Brown, Joan Howe,**  
**Janice O'Connell, Marilyn Sneden,**  
**Ann Wade, Mandi Speakman**

## Independence Day Parade

The parade theme was "Hats Off to Chatham" a celebration of the civic organizations, businesses, volunteer and charitable groups and individuals which contribute to make Chatham so special. It was considered to be the largest attended parade in the Town's history with a crowd estimated at 25,000.

Many changes and improvements were made to the parade including more awards for recognition, as well as the singing of the national anthem. Mary Ann Gray of the Chatham Historical Society was the Grand Marshall of the parade, representing someone who has worn many "hats" being involved in many organizations. The judges chosen were also those who have worn many "hats" of responsibility in Town.

Respectfully submitted,  
**Brad Schiff, Chairman**  
**Rich Clifford, Vice Chairman**  
**Stephanie Hamilton, John King**  
**Nicole Gullotti, John Scott,**  
**Danielle Jeanloz**  
**Ch. Mark Pawlina, Staff Liaison**

## Land Bank & Open Space Committee

The Land Bank and Open Space Committee was formed in 1999 for the purpose of acquiring land for open space preservation and passive recreation. The Committee continues to seek properties that score high on its evaluation criteria for acquisition. Properties that rank high protect the recharge zones and watersheds of drinking water wells, protect wildlife habitats, extend contiguous town conservation properties and protect scenic views. Strategic purchases that anticipate the consequences of sea level rise are a priority.

The Committee has purchased more than 134 acres for open space preservation. The servicing of bonded debt, for the four larger purchases, limits the current availability of funds for significant Land Bank acquisitions. However, the Committee continues to seek opportunities to leverage its funds with land purchases in partnership with common interest parties, such as the Community Preservation Committee, the Chatham Conservation Foundation, Inc., and private neighborhood initiatives, as well as through State Land Grants.

The Community Preservation Committee sponsored a Warrant Article at the May 13, 2013 Town Meeting that sought CPA funds to complete the Open Space purchase of a parcel of about 1.36 acres located at 2175 Main Street. Additional funds were provided by the Friends of Trees and the Chatham Conservation Foundation, Inc. The Warrant Article passed and the town will take possession of the property in 2014.

Since 2012 this Committee has been led by George Cooper who succeeded Victor DiCristina who continues to serve as Land Bank representative to the Community Preservation Committee. Kristin Andres, Conservation Agent, assists the Committee; Dr. Florence Seldin is the Board of Selectmen liaison. Mary Fougere is Secretary.

Respectfully submitted,  
**Dr. George Cooper, Chairman**  
**Jack Farrell, Vice-Chairman**  
**Ali van der Burg, Clerk**  
**Victor DiCristina, Peter Donovan,**  
**Laurel Sorenson**

## Monomoy Regional School District

**F**or the newly formed Monomoy Regional School District, 2013 was a year in transition, a year with significant accolades, and which foreshadowed the promise that regionalization brings to the families of Chatham and Harwich. Dr. Carolyn Cragin guided the first academic year of regionalization as Interim Superintendent, while the school district searched for the future Superintendent of Monomoy Regional Schools. The helm of the regional school district was passed from Interim Superintendent Dr. Cragin to Superintendent Scott Carpenter at the beginning of July. While the district continued to operate with separate high schools and separate middle schools both in Chatham and Harwich, planning and preparation was occurring at all levels in the district in preparation for fully regionalizing at the middle school and high school level beginning September 2014.

### A First Full Year as Monomoy

In our first full year regionalized, Monomoy operated with a consolidated central office staff, with the Superintendent's office located in Chatham and the business office in Harwich. Just as the central office continued to be spread across our two towns, so were our middle and high school students. The new district continued to operate an elementary school, a middle school, and a high school in each town, while it awaited the completion of construction of the new Monomoy Regional High School, scheduled for September 2014.

Families and staff associated with the middle schools and high schools in both Harwich and Chatham began to acknowledge a series of "lasts" – the last open house at Harwich High School and the last season of Chatham Middle School field hockey. Concurrently, this also gave rise to a series of "firsts." A week of first varsity field hockey and soccer home games on Monomoy Regional High School's new synthetic turf field culminated on September 20th with the first home football game under the lights. Hundreds of student athletes, family members, and community supporters gathered on the new track and field facility to celebrate the new beginning and the Monomoy Sharks.

As the school district prepared to open its new regional high school and to transform the Chatham Middle-High School into the region's middle school next fall, many of the schools began to see families migrating toward Monomoy. By the end of the calendar year, Harwich Middle School alone had experienced a 20% increase in enrollment.

### Teaching and Learning

To further bring the curriculum of Harwich and Chatham together under the umbrella of Monomoy, the district continues to provide joint professional development. The district engaged with educational consultant Jay McTighe to support our teachers in creating a unified rigorous curriculum. Our eleven curriculum task forces continued to collaboratively build the instructional program in Monomoy schools.

Monomoy received the College Board's AP Honor Roll for expanding the number of students taking advanced placement exams and improving upon the performance of students on these exams. Harwich High School also received recognition for being one of a select few schools in the state to have 100% of its students receiving Proficient or Advanced scores on the 10th grade 2013 English Language Arts MCAS exam. Chatham High senior Sydney Whitcomb and Harwich High senior Kelly Murphy received the Superintendent's Scholar Award for their outstanding academic achievements, participation in extracurricular activities, and service to the community. The valedictorian for Harwich High School was Holly Gallant and Chatham High School Sydney Whitcomb.

### Monomoy Regional High School Building Project

Groundbreaking for the new Monomoy Regional High School took place March 1, 2013. Between the beginning of March and the end of the 2013 calendar year, the new high school building began taking shape behind the existing Harwich High School. At the "topping off ceremony", on June 26th, a white painted beam, signed by students, teachers, and town officials was hoisted and installed at the building's highest peak, over what will be an atrium bringing daylight into the building's core.

While the voters of Chatham and Harwich overwhelmingly supported the new high school construction project of \$63.7 million, when the construction bids were opened in January, the project came in \$4 million less than what taxpayers anticipated when voting at the Special Town Meetings. The now \$59,451,080 school construction project has SKANSKA as the owner's project manager, Mount Vernon Group as the architect, and Fontaine Brothers as the general contractor. The construction and fiscal status of the project at the end of the calendar year was that the project was on schedule to be ready for the opening day of school in September 2014, and was also tracking well within budget. Leadership on the project has minimized construction change orders, which will ideally free project contingency monies in 2014.

### Monomoy Athletic and Extracurricular Opportunities

While our high schools continue to operate separately, students from Harwich and Chatham have already been brought together on the Monomoy Sharks athletic teams. Similarly, students from Chatham High and Harwich High collaborated on the Spring production of the musical *Rent* and the Fall production of *Dangerous Women*. The school district developed plans when building the FY15 budget to expand both athletic and extracurricular opportunities for Monomoy's students, when the middle and high schools become regionalized next year.

### Finance

The FY 13 General Fund budget, for Monomoy's first year as a regional district was \$31,054,592. The FY14 General Fund budget presented to each community's Town Meeting decreased by .2% to \$30,993,507. Within this FY14 budget were the costs of equalizing pay and benefits for most bargaining groups within the district. The new regional school district successfully reached agreements with the bargaining units representing the teachers, secretaries and teaching assistants, and cafeteria workers.

After each community's Town Meeting, the governor signed into effect a budget compromise reached with the state legislature. This state budget shifted the minimum required contribution that each town was responsible for providing their regional school district. The net effect of this shift in minimum required contribution found the total assessment for operating the regional school district due to Harwich decreasing by \$336,245 and increasing by an equivalent amount to Chatham. The consensus from conversations with Boards of Selectmen and town administrators was to address this assessment shift when developing the FY15 budget.

### Enrollment & School Choice

In the 2012-2013 academic year, 244 students from other communities chose to attend Monomoy Regional Schools through the School Choice program. This decreased in the 2013-2014 school year by one student. Concurrently, 257 students from the towns of Harwich and Chatham opted to attend public schools in other communities or charter schools. In FY13 the tuition received for students attending Monomoy through the School Choice program was \$58,970 more than tuitions paid for students "choicing out" to public schools in other communities or charter schools.

The October 1 enrollment for Monomoy Regional in the 2012-2013 academic year

was 1,931, a 37 student decrease over the district's enrollment the prior year. The October 1 enrollment for the 2013-2014 school year was 1,903, a 28 student decrease from 2012-2013. Even before the middle schools and high schools fully regionalize for the 2014-2015 academic year, the district is also seeing trends of new families enrolling in Monomoy. Harwich Middle School alone is experiencing an increase in enrollment of over 20% since the start of the 2013-2014 school year. These new enrollments in Monomoy, from families living in Chatham and Harwich, will limit the number of school choice students the district can further accommodate at certain grade levels.

### Staff Retirements

Several of our teachers ended their careers during this transitional year for the district. These included:

- Donna Smith, Physical Education teacher, Harwich Elementary
- Rich Hansen, Art teacher, Harwich Elementary
- Leslie Boule, 1st Grade teacher, Harwich Elementary
- Deb Darson, Guidance Counselor, Harwich Middle School
- Sylvia Merrill, Librarian, Harwich Middle School
- Steven Wilson, Guidance Counselor, Harwich Middle School
- Glenn McVickar, Physical Education and Health teacher, Chatham Middle School

We are grateful for their many years of service to the children of our two communities.

### Delivering the Promise of Monomoy

As the new Superintendent guiding the full regionalization of this fledgling school district, I have found the staff, students, and families of Monomoy to be welcoming. There were three areas of focus for the district. First was to support the Monomoy school community through the many transitions faced as we bring together the middle schools and high schools of Harwich and Chatham in September 2014. The 2013-2014 school year will find the district fully unifying curriculum and staffing at the middle and high school levels and moving this staff into the new regional high school in Harwich and the middle school facility in Chatham. Second was to promote the further development of high performing teacher teams, focused on continuous improvement of academic achievement, creative expression, and social-emotional well-being. The long-term success of Monomoy lies in its teachers – supporting them so that they can inspire our students. Third and perhaps most important is expand-

ing challenging, enriching, and engaging opportunities for our students, both inside and outside of the classroom.

It is this final focus that was one of the explicit promises of a regional school district. It would provide greater opportunities for children than if our towns had continued to operate schools independently. The first six months of my tenure at Monomoy has been spent talking with parents, students, and educators about the opportunities that they would like to see at Monomoy. It has been important to understand why 257 children from Chatham and Harwich have sought out charter and “choice” alternatives to the towns’ own public schools. Our goal is to rebuild community pride in our schools, providing excellence in teaching and an array of opportunities for our children. At the beginning of December, I submitted to the Boards of Selectmen a draft FY15 budget and overview of Monomoy’s future academic program, which also attempts to deliver on the promise that curricular improvement and increased opportunities for children can be done in a cost effective manner for our taxpayers.

Proud to be a Shark.

**Respectfully submitted,  
Scott Carpenter, Superintendent  
Monomoy Regional School District**

## North Beach Advisory Committee

The North Beach Advisory Committee (NBAC) held five meetings this past year. Seven other meetings were cancelled due to a lack of quorum and maintaining an adequate number of members has been an issue for this committee. As a result, the Committee requested that the number of members be reduced from seven to five, in order that the current three members of the committee would constitute a legal quorum to hold a meeting. The Board of Selectmen approved this request in 2013.

In February 2013, the Committee reviewed a request to place a radio receiver tower on North Beach Island to track terns and American Oystercatchers which had been fitted with radio transmitters. The tower would be one of a string of towers from Nantucket to Chatham as part of a research effort to document flight paths of these shorebirds. This idea was approved in concept, however, the request for the tower was ultimately withdrawn after funding for the project was withdrawn due to the federal sequester.

Another issue which the committee discussed was the matter of which former camp owners have been receiving up to two free

off road vehicle (ORV) permits for the past several years. This policy was enacted by the Parks and Recreation Commission following the break in North Beach in 2007 that greatly impacted the North Village and South Village camp owners. It was questioned whether this was intended to be a temporary program or one in perpetuity. Discussions also focused on who should be eligible to receive these free permits. It was questioned whether it should apply to just former camp owners from the North and South Village as of 2007, previous lessees of camps owned by the Cape Cod National Seashore (now removed), or to all camp or property owners who have lost their camps over the years. Though no formal vote was taken, the consensus was that anyone still paying taxes on North Beach and North Beach Island should get a free sticker. The committee also questioned how individuals were taxed for property that may actually have eroded away. This is a complicated legal topic and Town Counsel was asked to provide some guidance on this issue.

The Committee annually reviews the Nauset Beach Agreement (NBA) enacted by the Towns of Chatham and Orleans the use and joint management of Nauset Beach. It should be noted that Orleans residents refer to the area south of the main parking lot at Nauset Beach as “South Beach”, while Chatham residents refer to the same general area as “North Beach” (north of the Chatham Inlet). However, it is all called Nauset Beach for purposes of the NBA. The Committee then makes recommendations to the Chatham Board of Selectmen to discuss with their Orleans counterparts at a yearly joint meeting pertaining to the NBA.

The Committee receives frequent updates and a yearly report from the Chatham shorebird monitors regarding seasonal shorebird monitoring efforts on North Beach and North Beach Island. For 2013 there were 12 pairs of Piping Plovers on North Beach which produced 6 fledged chicks. On North Beach Island 23 pairs of plovers produced 5 confirmed but possibly as many as 9 chicks. Two American Oystercatcher (AMOY) chicks fledged on the north end of North Beach Island this past season which is a highly unusual event as nearly all AMOY eggs are predated each year.

Virtually the entire summer season was closed to ORV use this past year due to the presence of Piping Plover chicks. This was again highly controversial and discussions were initiated regarding strategies and opportunities that may provide for more ORV access onto Nauset Beach during the nesting season. A work group of representatives was formed from the Towns of Chatham and



Orleans, the Mass Beach Buggy Association (MBBA), US Fish and Wildlife Service (USFWS) and the state Natural Heritage and Endangered Species Program (NHESP). These discussions are progressing into 2014 and the Committee is anxious to learn and comment on these efforts that may provide for a more balanced approach for use and access of the beach. This could result in some changes of management policies in how vehicles and pedestrians are handled on Nauset Beach.

**Respectfully submitted,**  
**Thomas Olson, Chairman**  
**Donna Lumpkin, Warren Nash**

## Park and Recreation Commission

In 2013 the Park and Recreation Commission continued with its mission of providing quality recreational programs and facilities to the residents and visitors of Chatham. The Park and Recreation Commission is a five member appointed Commission.

At the beaches non-resident beach parking receipts totaled \$211,965. Resident beach parking sales were \$136,860. The Department also took in \$12,700 from leased concession sales at Veterans Field and the beaches. It was not a great beach season from a weather perspective and beach receipts were down slightly from last year for that reason. The beach patrol continued to monitor Lighthouse Beach under a modified plan adopted last year. Great White activity appears to have decreased this year along Chatham's eastern waters and the outer Cape as a whole based on a decrease in sightings and tagging's by scientists studying the animals.

In Chase Park the recently renovated Godfrey Windmill was open this year 3 days per week with the return of the windmill attendant position. The "Chatham Windmill Group" continued to help with organizing and staffing the mill for some special event days in June and August

The Commission worked during the year on finding a new location to relocate the skateboard park. The location at the airport had to be removed due to expansion of airport facilities there in September 2013. Funding was approved to construct a new park in Town. The Commission believes that Volunteer Park would be the best location for a new skateboard park and will be seeking Town Meeting authorization to locate it there. Construction is expected to begin thereafter.

A variety of recreational activities are run throughout the year for our youth. These include soccer, basketball, baseball, and softball. Additional classes are run in tumbling,

arts and crafts, and music. For teens there are also dances, games, the skate park and many trips to recreational, cultural and sporting events. Community involvement projects are also organized. This is the first year that baseball above 2nd grade is not being offered by the Department but is now offered by the Chatham/Harwich Little League.

The Community Center continues to offer a variety of adult programming in the areas of fitness classes and recreational activities. Fitness classes that met on a regular basis include Aerobics, Yoga, T'ai Chi, "Boot Camp Chatham", Circuit Training and Zumba. Recreational activities included Badminton, Pickleball, Basketball, Futsal, Floor Hockey, and group Tennis Lessons. Many community groups meet at the Community Center to knit, rug hook, work on arts & craft projects, as well as to play card games and mahjong.

The Commission wishes to thank the following groups and organizations for their generous support and donations in 2002: Chatham Athletic Association, Chatham Garden Club, Chatham Merchants Association and the Friends of Trees. We also thank the Building Maintenance and Highway Departments, the School Department and other

Town Departments for their help throughout the year.

We especially thank you, the citizens of Chatham, for your continued interest and support. Please call our Department with your thoughts and ideas, so that we may continue to work together in making Chatham a great place to live and play.

The Commission also wishes to thank long time Commissioner Joyce Reynolds for her many years serving the residents of Chatham on the Park and Recreation Commission.

**Respectfully submitted,**  
**Michael Seidewand, Chairman**  
**Meredith Fry, Vice Chair**  
**Ira Seldin, Michael Ryder, Robert Becker**

## Permit Office

From fall 2012 through late spring 2013 the seasonal Permit Office was closed for the winter. During this time Transfer Station, Recycling stickers, and Shellfish licenses were issued from the Health & Environment Department located at the Town Annex.

The Permit Office re-opened in late spring 2013 in the lower level of the Town Annex on George Ryder Road. Seasonal staff Bette

### Fees collected by the Permit Office during 2013

<b>SHELLFISH</b>		
Commercial	322 @ \$200	\$64,400.00
Junior Commercial	23 @ \$100	\$2,300.00
Senior Commercial	31 @ \$ 50	\$1,550.00
Resident Family	1267 @ \$ 25	\$31,675.00
Resident Senior	391 @ \$ 10	\$3,910.00
Non-Resident Family	798 @ \$ 80	\$63,840.00
		\$167,675.00 Sub-total
In addition, 24 free Commercial and 83 free Resident Family shellfish permits were issued to residents 70 years of age or over who are domiciled in Chatham and had received a permit for no fee prior to April 1, 2004.		
<b>BEACH/TRANSFER FACILITY</b>		
1 <sup>st</sup> Beach	1213 @ \$25	\$30,325.00
2 <sup>nd</sup> Beach	748 @ \$20	\$14,960.00
Transfer Facility, 1 <sup>st</sup> car in household	992 @ \$110	\$109,120.00
Transfer Facility, 2 <sup>nd</sup> car in household	447 @ \$20	\$8,940.00
Combination Beach/Transfer Facility, 1 <sup>st</sup> car in household	2317 @ \$135	\$353,295.00
Combination Beach/Transfer Facility, 2 <sup>nd</sup> car in household	1185 @ \$40	\$47,400.00
Household Recycling	1054 @ \$5	\$5,270.00
Replacements (Duplicates)	345 @ \$2	\$690.00
Weir Permits		0.00
Unallocated Funds		10.00
Misc.		105.00
North Beach ORV	398 @ \$40	15,920.00
North Beach ORV seasonal	1 @ \$20	20.00
		\$586,055.00 Sub-total
<b>Grand Total</b>		<b>\$753,730.00</b>

Hahner, Mary Jane O'Leary and new hire Fran Ellingham continue doing a commendable job in running the summer operation! Thanks to Judie Kent for once again filling in when needed.

New in 2013 is the issuance of North Beach ORV stickers by the Permit Office. This provided an additional opportunity for residents to obtain a sticker in addition to the ongoing mail-in program.

Revenue for the Permit Office for 2013 was \$753,730 up from 2012's figure of \$738,050.

In September the Permit Office closed for the season with Transfer Station, Recycling stickers, North Beach ORV stickers, and Shellfish licenses being provided from the Health & Environment Department. The Permit Office will re-open in spring 2014.

**Respectfully submitted,**  
**Robert A. Duncanson, Ph.D.**  
**Director of Health & Environment**  
**Permit Office Supervisor**

## Planning Board

The Planning Board (PB), along with the support of the Planning staff and the Community Development Director Deanna Ruffer, meets twice monthly to address regular business items. These items consisted of, but were not limited to Site Plan Reviews, Subdivisions and ANR Plans. It should be noted that site plan review is primarily required for non-residential development. Thus while the number of projects subject to this review is small in comparison to the volume of residential development that occurs, the projects and the related site plans tend to be more complicated in nature and with a great potential of impact on neighborhood and community character. Since September, the PB has met more often as it prepares for its role in the implementation of the recommendations forth coming from the Route 28 Visioning Study.

On July 1, 2013, James Norcross was appointed to the Planning Board to take the place of outgoing member Mark Zibrat. We thank Mark for his many years of outstanding dedicated service to the Planning Board and his leadership as Chairman. Other members of the Board are: Peter Cocolis, Chairman; Cory Metters, Vice Chairman; Kathryn Halpern, Clerk; Bob Dubis, Richard Gulick; and John Hausner.

Recognizing the Board of Selectman (BoS) considered the Route 28 Corridor Visioning Project to be a town priority; the PB added this project to its own list of goals and is actively participating in the BoS sponsored Route 28 Visioning Study. The Planning

Board (PB) and BoS co-hosted three public workshops to gather citizen understanding and preferences for the Corridor Study, two combined meetings on the study's draft recommendations with an additional dedicated meeting for public input on those same recommendations. Members of the Planning Board have taken individual responsibility to become familiar with best practices associated with land use, e.g. seminars, professional workshops, self-study.

Over the past year, the PB has moved forward on a complete review of the Town's Site Plan regulations and criteria through a workshop format, facilitated by the Community Development Director. To date we have reviewed most of the regulations with the Director using this input to prepare initial draft proposals to amend the Site Plan Review Criteria and to potentially add landscaping, design and appearance standards to this section of the bylaw. We expect to continue this work during the first part of 2014, with the ultimate objective of advancing a proposed amendment to the Protective Bylaw for Board of Selectmen and Town Meeting consideration.

Public Hearings were held on a proposed Zoning Bylaw Amendment and the Affordable Housing Production Plan. The Zoning Bylaw change proposed to amend the Definitions paragraph for a "LUNCH ROOM" to mean a "restaurant with a maximum seating capacity of forty-nine (49) people with no dancing or entertainment, but permitting the sale of alcoholic beverages with meals". The Bylaw Amendment was approved at Town Meeting. The Affordable Housing Production Plan Public Hearing was a cosponsored hearing with the Affordable Housing Committee. The Plan was approved by the BoS. Additionally, the PB is making a practice, as part of the Site Plan Pre-application Review, to determine whether the proposal should be a Public Hearing when scheduled for its Formal Site Plan Review.

The following are items of public interest which came before the PB in 2013:

- Chatham Village Market/CVS – 3 year review
- MA Zoning Reform Bill #1859 – Comments provided to the MA Senate Joint Committee on Municipalities and Regional Government
- Cumberland Farms Preliminary Site Plan Review
- Food Runner Update in Commerce Park
- Box Office Café Site Plan Review

Fees Collected \$2,541.50

## Site Plan Reviews

Pre-application	(9)
Formal - <i>Includes 2 Public Hearings</i>	(4)
Amended Site Plans	(9)
Change of Use	(1)
Special Permits	(2)
Subdivision - <i>1 modified lot and 1 new division creating 2 lots</i>	(2)
Formula Business Review	(1)

## ANR Plans

Reviews	(8)
Created Lots	(9)
Parcels	(6)
Re-Configured Lots	(2)
Perimeter Plan	(1)
Recommendations to ZBA	(10)
<b>Respectfully submitted,</b> <b>Peter Cocolis, Chairman</b>	

## Pleasant Bay Alliance

The Pleasant Bay Alliance is an organization of the Towns of Chatham, Orleans, Harwich, and Brewster charged with implementing the Pleasant Bay Resource Management Plan. The plan incorporates the Pleasant Bay Area of Critical Environmental Concern (ACEC) and the 21,600-acre Pleasant Bay watershed. The Alliance develops public policy recommendations, technical studies and public education tools to support the Bay's natural resources and the public's safe enjoyment of Pleasant Bay. Highlights from 2013 are listed below. More information is available at [www.pleasantbay.org](http://www.pleasantbay.org).

The Pleasant Bay Resource Management Plan is updated by the Alliance every five years. The third five-year update was developed in 2013 with input from local and regional resource managers and interested citizens. The 2013 Update contains recommendations in the areas of biodiversity and habitat protection, wetlands protection, fisheries management, watershed planning, coastal processes and structures, navigation safety, public access and historic resources. The 2013 Update was adopted by Town Meeting in each of the four Alliance towns and was then sent to the state Secretary of Energy and Environmental Affairs for approval.

The Pleasant Bay Citizen Water Quality Monitoring Program completed its 14th monitoring season in 2013. Trained volunteers collected samples at more than 20 locations throughout the Bay, and a 90% sample recovery rate was recorded. Data from the monitoring program are used by the towns to guide nutrient management planning.

Public education activities included a



Summer Speaker Series featuring experts on resource management topics ranging from marine invasive species to sea level rise and erosion control. The Alliance also co-sponsored the Seal Symposium along with the Provincetown Center for Coastal Studies, Friends of Pleasant Bay and Cape Cod Fishermen's Alliance.

Implementation activities for the Pleasant Bay Fertilizer Management Plan included a training session on fertilizer best management practices for municipal turf managers co-sponsored with GreenCape. The Alliance also distributed information cards containing best practices for residential lawn care and testified in support of the Cape Cod Fertilizer District of Critical Planning Concern. The Alliance also commented in opposition to NSTAR spraying within the Pleasant Bay watershed.

The study of coastal resources continued with collection of tide gage data in Meetinghouse Pond and at the Chatham Fish Pier. The Alliance continued to coordinate with state environmental agencies regarding approval of regulations that would allow improvement dredging in a portion of the ACEC under prescribed conditions. The Alliance also presented Conservation Commissions in each of the four towns with proposed permitting guidelines for docks in freshwater lakes and ponds within the ACEC. Each Commission wrote a letter in support of the guidelines. The guidelines now will be sent to the state Secretary of Energy and Environmental Affairs for approval.

The Alliance wishes to thank the citizens of Chatham for your ongoing support.

**Respectfully submitted,**  
**Jane Harris, Steering Committee**  
**Charles Bartlett, Steering Committee**  
**Robert Duncanson, Director of**  
**Health & Environment,**  
**Technical Advisory Committee**  
**Ted Keon, Director, Coastal Resources**  
**Department, Technical Advisory Committee**  
**Kristin Andres, Conservation Agent,**  
**Technical Advisory Committee**  
**Rene Gagne, Shellfish Constable,**  
**Technical Advisory Committee**  
**Carole Ridley, Alliance Coordinator**

## Police Department

The Chatham Police Department, in partnership with our community, had a highly successful year in 2013 in several important categories. In what was one of the busiest summer seasons that the town has seen in many years, our calls for police services increased by 8% for the year. However, the positive news is that although calls for

service were up, crime decreased by 38% for 2013 compared to 2012. The categories of crime that had the largest decrease were Assaults, Larceny, and Burglary. In particular, shoplifting, which is a subset of larceny, saw a large decrease. Chatham Police made slightly fewer arrests overall for 2103 compared to 2012. However, arrests for Driving Under the Influence significantly increased by 30% for 2013. Related to those figures, Chatham experienced a tragic fatal accident when a vehicle with a driver operating under the influence struck and killed an innocent pedestrian on Main Street.

The dramatic decrease in shoplifting incidents is attributed to a very proactive approach in partnership with our downtown merchants. During the spring months of 2013, Chatham Police officers provided checklist approach to the downtown merchants on how to effectively deter shoplifting. This crime prevention approach involved educating store associates on what to look for in behaviors and tactics of shoplifters, as well as an effective method of gathering suspect information that can be quickly reported to the police for possible apprehension. The result of this effort was a 70% decrease in shoplifting in 2013 compared to 2012. The Chatham Police department will continue this dedicated effort of problem-solving in partnership with our community.

For the first time in the past few years the Chatham Police Department became fully staffed at the Police Officer position. Three excellent candidates were sent to the municipal police academy for their five month training session. Upon graduation from the academy, they completed an eight week field training session with experienced CPD officers. These three officers are now on the shift schedule, giving us a full complement of police officers. In addition to our new officers completing their academy training, the department hosted another citizens police academy, where Chatham citizens and business owners voluntarily attend an eight week session of instruction and awareness of police operations. This program has become extremely popular with residents. In fact, it has become so popular that we had a waiting list for citizens to attend and unfortunately had to turn back a number of interested applicants.

I want to thank all of the dedicated members of the Chatham Police Department, other Town departments, our citizens, our Town Manager and Selectmen for their partnership and support of the police department.

## Chatham Police Statistics 2013

Calls for Service	28,438
Crimes	493
Motor Vehicle Accident Investigations	243
Criminal Arrests	84
Motor Vehicle Enforcement Actions	1,798
Community Policing Interaction	8,430

## Criminal Investigations Conducted by CPD 2013

Arson	1
Assault – Intimidation	13
Assault – Simple	48
Assault – Aggravated	9
Burglary/Breaking & Entering	21
Counterfeiting/Forgery	5
Drug Narcotic Offenses	9
Embezzlement	1
Fraud – Conf game/Swnd/Flse/Prt	8
Fraud – Impersonation	2
Kidnapping/Abduction	1
Larceny – All others	86
Larceny – From M/V	9
Larceny – Shoplifting	8
Larceny – Theft from a building	8
Motor vehicle theft	2
Purse snatching	1
Stolen prop – Receive/Recovered	3
Vandalism	42
Bad checks	5
Disorderly conduct	8
Driving under the influence	33
Drunkenness	25
Liquor law violations	5
All other offenses	38
Trespass	5
Traffic, Town Bylaw Offenses	97

<b>TOTAL</b>	<b>493</b>
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## 2013 Chatham Police Department Personnel

### Administration

Mark R. Pawlina, Chief of Police  
 Deputy Chief John D. Cauble  
 Lieutenant Michael D. Anderson  
 Melanie Boutin, Administrative Assistant

### Sergeants

William R. Glover  
 Andrew B. Goddard  
 Sarah A. Harris  
 William G. Massey

### Detective

Louis F. Malzone

### Court Officer/Records Facilitator

Brian Skinner

### Police Officers

John R. Whittle  
 William S. Little

### Police Officers

Michael A. Murphy  
Joshua S. Wisniewski  
Craig H. Bayer  
Andrew P. Hutton  
Geoffrey E. Phillips  
Thomas J. Powers  
Sean P. Ryder  
Christopher Merigan  
Connor Burnham  
Christopher Vardakis

### Police Dispatchers

Jeanine Meehan  
Erin Hemeon  
Kerrie Pentland  
\*Position To Be Filled

### Reserve Officers

Rodney M. Lynch

Respectfully submitted,  
Chief Mark R. Pawlina

## Principal Projects and Operations

The Principal Projects and Operations Department is focused on the coordination of special projects and the supervision of facilities operational staff and functions. The primary goal of the Principal Projects and Operations Department related to its projects role is for coordinated planning and implementation activities to produce projects meeting the identified needs of the community and staff. Another goal is continuing to provide support to assigned Committees for the completion of their tasks, by providing research, coordination activities and information/data to help them comply with statutory responsibilities and meet their objectives and outcomes.

The top priority for operations is assuring the functional continuity of Chatham's buildings for both the short and long term benefit of the Town's residents and staff by providing efficient, effective operation and stewardship of all facilities. This emphasis on maintaining Chatham's municipal buildings provides an environment for all departments to meet their baseline needs for the continued delivery of a high level of public and customer service.

### Projects

Several significant projects reached key milestones in 2013, including the following:

- **West Chatham Roadway Design Project**  
– The pre-25% design phase commenced in April and in December the Board of Selectmen authorized the submission of a proposed design to MassDOT to move

the project towards a 25% Public Hearing anticipated to be scheduled in June 2014.

- **Fire Station Headquarters Project**  
– Working with the Board of Selectmen Design Subcommittee, the Capital Projects Review Committee (CPRC) and the Owner's Project Manager (OPM) a conceptual design and construction funding was approved by Special Town Meeting in October, moving the project into the design development phase with an anticipated building start in fall 2014.
- **Photovoltaic (PV) Projects** – Preliminary construction measures commenced on both Cape and Vineyards Electric Collaborative (CVEC) Phase I (at former landfill site) and Phase II (on the Police Department and Town Hall Annex roofs) solar projects in December both with anticipated completion dates prior to June 2014.
- **Marconi Station Reuse** – Site work at the Station continued in 2013 including septic system installation, parking lot and access improvements, with final paving planned for spring 2014. Additionally, designated tenants at both the former hotel building (831 Orleans Road) and one of the brick residences (589 Old Comers Road) commenced construction activities to bring their respective buildings online for occupancy in 2014.

### Facilities

On the operational side, the Department's activities include the oversight of the Town's buildings with facilities staff responsible for maintaining the condition of municipal buildings in Chatham. In addition to daily routine duties (building rounds, general monitoring, and preventative maintenance inspections), supporting scheduled visits by contractors to maintain various building systems (HVAC, fire protection, alarms, elevators, plumbing, and electrical), and seasonal storm preparations/responses, facilities staff also worked on the following specific items in 2013:

### Council on Aging

- Interior office area improvements
- Installation of new door
- Roof gable fan installation
- Emergency generator installation
- Flag pole repairs

### Eldredge Public Library

- HVAC condensate drain repairs and condenser replacement
- Cleaning, painting and corrective measures to alleviate mold
- Air duct cleaning and sanitizing
- Drainage repairs and improvements
- Ejector pump repairs
- Roof repairs to slate roof
- Construction of interior wall (lower level)

### Public Restrooms

- Heating repairs and hot water tank replacement at Kate Gould Park
- Heater replacements at the Fish Pier
- Painting/power washing White's Pond and Stage Harbor Road (parking lot) buildings

### Bassett House

- Roof replacement
- Bulkhead and shell repairs

### Harbormaster's Office

- Installation of new hot water tank
- Flag pole repairs

### Properties / Structures / Landings

- Built / installed signs for Conservation and Coastal Resources locations
- Ladder upgrades for Taylor's Pond, Barnhill and Ryder's Cove landings
- Painting of gazebo at Kate Gould Park
- Painting of Airport beacon shed
- Shed roof repairs at the Transfer Station

Respectfully submitted,  
Terence M. Whalen, Administrator

## Department of Public Works

Customer service is a primary goal of the Chatham Department of Public Works and our focused effort is to provide rapid and friendly service responses which are inviting, helpful, and courteous to all who contact any employee of the DPW.

### Highway Division

The Chatham Highway Division is responsible for maintaining over 70 miles of Town owned roads, 10 miles of sidewalks, and Town parking and paved areas. This includes but is not limited to cleaning and repair of drainage structures, sweeping, brush clearing, mowing, and snow removal of roads and parking areas. The Highway Division coordinates Capital Improvement Projects which involve Chatham roadways using Chapter 90 State Aid or Town authorized funding. The Division also reviews and approves Excavation/Trench Permits and Driveway permits. The Highway Division is also responsible for repair and maintenance of vehicles of the Highway, Transfer Station, and various equipment from other departments. Route 28 is the responsibility of the Massachusetts Department of Transportation for road maintenance, litter cleanup, snow plowing and sanding, etc.

This past winter 92 of 363 private roads were not plowed or sanded because of their unsuitable condition. Residents of these roads were notified in October and December as to what repairs were needed to their road,

so they could receive plowing and sanding services. Once improvements to the roads are made which would bring them to an acceptable standard residents are encouraged to call to have their street re-inspected.

The winter of 2012/2013 was a typical winter. We plowed 4 times and sanded 23 times placing 2,160 cubic yards of a sand and salt mixture over the roads or 270 loads

In fiscal year 2013, 410 excavation/trench permits and 9 driveway permits were issued. This permit system requires the inspection of all driveway permits before issuance and re-inspection of both after completion.

Trainingfield Road was milled and resurfaced during the spring of 2013. Barn Hill Road and the Barn Hill Road sidewalk received the final layer of asphalt in the fall of 2013. Strong Island landing was also resurfaced in the fall. A paved parking area and concrete walkway was installed for the MCI Hotel building.

Several sidewalk areas along Main Street were repaired and upgraded. The two most visible improvements were the section of sidewalk in front of #640 & #650 Main Street as well as the section in front of #534 & #540 Main Street.

## Solid Waste Division

The Chatham Transfer Station / Solid

Waste Division provides waste disposal services to the community by receiving and transferring various materials to the SEMASS Waste to Energy facility, and various recycling facilities. This includes Municipal Solid Waste, construction demolition, glass, plastic, cardboard, newspaper, metal, and various other recyclables. The Solid Waste Division coordinates Capital Improvement Projects which involve on-going improvements to the Town of Chatham Transfer Station facility.

Our goal is to recycle as much of the refuse as possible arriving at the Transfer Station. Aside from being better for our environment, this reduces the volume of trash sent to SEMASS, which reduces costs. The facility is laid out to make it easy and convenient to recycle various materials. If there is any question on what can be recycled or how it is to be prepared, please feel free to call the Transfer Station (508-945-5156) and they will start you in the right direction.

The following materials were recycled from January 1, 2013 through December 31, 2013 (see below):

The more we can recycle, the more that we will save on the current disposal price of \$37.51 per ton at SEMASS. In 2013, 5,345 Tons of solid waste was transported to SEMASS.

## Water Division

The Water Division strives to improve the quality of water provided, increasing customer service, and provide a high level of reliability to the water supplies and distribution system to ensure the Town has safe drinking water and the required flows for firefighting. The Water Division plans to continue to improve on its services by performing the following projects: dissemination of information on the Division's water quality and services by preparing and mailing the "Chatham Water Department Water Quality Report" and the "Chatham Water News" to all water customers; performing a valve exercising program with the spring water system disinfecting and flushing program; maintaining all public fire hydrants and perform fire flow tests; optimizing the corrosion control system to ensure the water system continues to meet lead and copper regulations; cleaning, painting, and keeping organized all well pumping stations; updating water main and service records; maintaining and replacing water meters; and optimizing the accuracy of all existing and new accounts on the Town's centralized computer system.

## Water Consumption

- Total Water pumped in 2013 = 425,185,300 gallons
- Billed water = 386,327,788 gallons
- Decreased amount of water pumped in 2013 compared to 2012 = 35,404,200 gallons
- Water used for system flushing & maintenance = 8,097,080 gallons
- Water used for tank draining and overflow = 1,101,120 gallons
- Water used for sampling and treatment operations = 4,041,712 gallons
- Water used by Fire Department = 419,005 gallons
- Water used for construction and system repairs = 248,462 gallons
- Water used to test fire flow capacities = 1,830,674 gallons
- Water used for meter testing, street sweeping, and wastewater wash down = 390,950 gallons
- Unaccounted water = 22,708,509 gallons or 5.34 percent
- Number of new water customers added to the system in 2013 = 60

Water services that were installed using pipes made from lead, steel or copper, are continued to be replaced to improve the quality of water to the customers who have these types of old pipes delivering water to them. When the customer replaces the private side of their water service the Water Department replaces the public side or street side of their water

### Recycled from January 1, 2013 through December 31, 2013

Items	2013 Tonnage	% change from 2012
Glass all colors	306 Tons	6% decrease
Aluminum and Tin Cans	31 Tons	15% increase
Plastics	67 Tons	15% increase
Mixed Paper	337 Tons	9% increase
Mixed Recycleable (single stream)	32 Tons	100% increase
Cardboard	268 Tons	12% increase
Textiles	45 Tons	12% decrease
Gift Shop	45 Tons	12% increase
Scrap Metal	175 Tons	4% increase
Books	24 Tons	11% decrease
Compost taken by residents	1600 Yards	11% decrease
Food waste	5 Tons	100% increase
TV / CRTs	43 Tons	13% increase
White goods	20 Tons	13% decrease
Construction waste	744 Tons	32% decrease
Auto Batteries	150 Pieces	25% decrease
Used Engine Oil	1,475 Gal.	5% decrease
Used Antifreeze	110 Gal.	100% increase
Tires	183 Pieces	400% increase
Propane Tanks	134 Pieces	17% decrease
Paint	5 Drums	No change
Rigid Plastic	30 Tons	30% increase
Wood Chips	500 Yards	17% decrease
Brush	432 Tons	49% increase
Oil Filters	5 Drums	No change
Batteries, recharable	14 Boxes	7% decrease



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## Water Consumption

### WATER CONSUMPTION:

Total water pumped each month from all wells:

	(In Gallons)		(In Gallons)
January	16,076,500	July	78,031,400
February	14,800,600	August	74,418,300
March	17,247,100	September	47,990,500
April	18,653,300	October	36,469,800
May	35,324,300	November	19,305,400
June	49,221,400	December	17,646,700

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service. Replacing these pipes will conserve water by preventing the waste of water through possible leaks from the old pipes.

During the spring of this year, Jay-Mor Enterprises, Inc. performed the final phase of the South Chatham well site reconstruction. This work included the removal of the old vacuum type wells, the installation of an impervious clay cover around the well site and miscellaneous remaining site work.

In late May early June, the J.W. Dubis & Sons installed a larger water main located along Holway Street in an effort to resolve the concerns of low water pressure for water services, improve water flows for firefighting purposes and replace the lead, steel or copper water service pipes.

The Water Division has been working with Weston & Sampson Engineers to design an Iron Removal Plant to address Wells 6 & 7's iron and manganese issues. In August 2013, a pilot test was performed to assist in identifying the proper treatment. Results of the tests were submitted to DEP for their review in early January, 2014. The exact location and treatment process is still to be determined but initial review has identified a site located off of Morton Road utilizing greensand filtration.

In October, the Robert B Our Company installed a water main located along McCoy Road.

Statistical Water Department information can be found under the Water Department Annual Statistical Report and its Consumer's Confidence Report on the Town of Chatham's website [www.town.chatham.ma.us](http://www.town.chatham.ma.us).

## SEWER DIVISION

The Sewer Division strives to improve the quality of wastewater treatment, increasing customer service, and providing a high level of reliability to the sewerage system to ensure that the Town has a healthy environment. The Sewer Division plans to continue to improve on its services by performing the following projects: disseminating information on the Division's services by publishing articles in the "Chatham Water News" and mailing it to

all water customers; performing a spring and fall wastewater collection system flushing program; optimizing the wastewater treatment's nitrogen control system to ensure the system removes the maximum amount of nitrogen from the wastewater that the facility can achieve; cleaning, painting, and keeping organized all pumping stations and the treatment facility; updating sewer main service records; maintaining the equipment at the Water Pollution Control Facility and associated sewage pump stations; and optimizing the accuracy of all existing and new accounts on the Town's centralized computer system.

The Sewer Division collected, treated and discharged a total of 50,426,503 gallons of liquid waste which calculates to an annual daily average of 138,155 gallons. This waste was collected from 644 properties connected to the sewer mostly around and along Main Street. Included in the total gallons collected, treated and discharged were 415,155 gallons of septage and 40,764 gallons of grease from various Chatham residents and local businesses. The facility successfully removed 345,356 pounds of Biochemical Oxygen Demand (BOD) and 622,381 pounds of Total Suspended Solids (TSS) from the waste received at the treatment facility. The treatment facility was able to maintain its biological nitrogen control process and meet its permit's Total Nitrogen limitation of less than 10 parts per million (ppm) and maximum annual Total Nitrogen discharge loadings of 9,132 pounds. By the end of calendar year 2013, the facility discharged a total of 1,286 pounds of Total Nitrogen, while consistently maintaining less than 3 parts per million of Total Nitrogen.

After nearly 26 years, the state Administrative Consent Order (ACO) that led directly to the town's wastewater management plan – and the multimillion dollar sewer expansion – was lifted on February 6, 2013. Lifting the order eliminates the need for the sewer bank, which was established with DEP's consent to parcel out the limited sewage flow that was available under the ACO. Decisions on sewer connections and flows are now governed by

sewer regulations passed by town meeting and last amended in October 2013 which limits the available sewage flow of a property to the amount allowable under septic system regulations.

The water pollution control facility was featured in the New England Water Environment Association's spring 2013 edition citing New England's first publically owned treatment works (POTW) permitted to meet the limit of technology for nitrogen (average effluent total nitrogen concentration of 3 mg/L). This ten page article described the issue, planning process, implementation plan, project costs and funding, consideration of sustainable design features, construction, start-up and initial operation of the facility.

With the Phase 1A of the sewer expansion completed and the new treatment facility operational, officials have identified sections of town where sewer construction will be taking place in the next few years.

In May 2013, Town meeting appropriated \$15,000,000 for funding both Phase 1B & 1C. Bids for both the sewer expansion and Stage Harbor Pumping Station upgrade were received and opened shortly after Town meeting. D & C Construction of Rockland, MA was awarded the contract of \$1,175,095 and \$2,318,950 respectively. This represented a combined savings of \$984,450 to the Town as Engineering estimates were \$1,611,120 (sewer) and \$2,867,375 (pumping station upgrade). Sewer extensions on Cedar Street up to Robinson Court and Stage Harbor Road from Cedar St. to # 396 occurred this past fall as well as, the addition of force mains from the Stage Harbor pumping station to the intersection of Queen Anne and Oyster Pond Furlong Roads. Additional work included Harding's Lane, Elizabeth's Way and Robinson Court will occur throughout the winter (weather permitting). The sewer work is expected to take one construction season. This work is being funded by the State Revolving Fund (SRF) under a zero (0%) interest loan. Phase 1C currently under design, will continue sewer extensions in the Oyster Pond watershed and also the Little Mill Pond watershed. Phase 1C expansion of the sewer system will occur in neighborhoods north and south of Route 28 between Barn Hill Road and Heritage Lane, and south, to include Oyster Pond Furlong and adjacent roads. A further extension along Cedar St. is also planned. These projects will take place over the next three (3) years. Town Meeting and SRF funding are in place for the initial phase.

**Respectfully submitted,  
Jeffrey S. Colby, DPW Director**

## Railroad Museum Group

The Chatham Railroad Museum attracted 7,480 visitors during 2013 from 26 different countries worldwide. Cash donations by visitors totaled \$4,931.55.

Funding was approved at the 2013 Annual Town Meeting to hire a consultant to assess and develop a plan for the historic preservation of the 1910 caboose. Funding will be sought at the 2014 Town Meeting to make that plan a reality and retain for years to come a favorite part of the Museum experience for visitors of all ages.

The Chatham Railroad Museum lost part of its soul with the passing of G. Larry Larned in October 2013. Larry was first appointed to the Working Group in 1999 and served as director since 2004. His knowledge, leadership, and enthusiasm will be greatly missed by the Working Group members and the community at large.

**Respectfully submitted,**

**James Aaron, Don Aikman, Eugene Guild,**

**John E. Gulow, Steve Hart,**

**Ron Kelley, Bill Koerner, Ryder Martin,**

**Ralph Pape, William Tuxbury,**

**William F. von Brauchitsch,**

**Malcom F. Ward,**

**Dick Boberg, Associate**

**Emeritus Members**

**James C. Spence, Frank Yeager**

## Shellfish Advisory Committee

The Shellfish Advisory Committee meets once a month to discuss matters concerning shellfish, shellfishing and shellfish habitat. We report our decisions and recommendations to the Selectmen, the Coastal Resources Department, the Health & Environment Department, the Shellfish Department, and on occasion, deliver comments to the Conservation Commission, South Coast Harbor Management Plan Committee, Economic Development Committee, and the Waterways Advisory Committee.

The following matters were brought to the attention of the SAC in 2013:

- Harvesting razor clams became a popular and profitable alternative to the cyclical soft-shell fishery. Spraying a salt solution into the razor clam holes to extract them called "salting" became a common practice. Regulations were drafted to manage the fishery. A minimum harvest size was set at 4 ½ inches.
- Periwinkle and blood arc harvesting were also added to the regulations.

- The committee voted against the Capri Lane Association pier proposal in Oyster Pond. It was determined that the pier would be detrimental to shellfish habitat and impeded on propagation efforts. The pier proposal at 197 Strong Island Road was also disapproved.
- The use of conservation moorings composed of helical or "screw" anchors accompanied by elastic band systems, discussed during deliberations, was and is advocated by the SAC.
- Mitchel River bridge construction is slated to begin in March, 2014. The SAC requested that the access pathways to the river adjacent to the bridge remain open during construction and insisted that they be incorporated into the final bridge plan.
- Approval was given for the "change of use" proposal by Chatham Fisheries to grow mussels in a fish weir grant area in Nantucket Sound.
- Winter day temperature warnings went digital with phone and e-mail notification. The blue flag at the Old Mill Landing still officially alerts harvesters that the temperature is below 30 degrees F and shellfishing on dry flats or shoal areas that may become dry is prohibited.
- The South Coast Harbor Management Plan Committee implementation update was presented by Ted Keon, director of Coastal Resources. The SAC supported and promoted several items including eelgrass restoration, landing improvements, environmentally safe wash down systems, elastic moorings, marine sanitation management, a colonial right to shellfish in all Chatham intertidal zones and a continued town commitment to support propagation.
- The SAC and Shellfish Department hosted an open house at the Old Mill upweller facility in August. This has become an annual event to inform the public on the efforts made to incorporate propagated shellfish into the wild fishery.
- Propagation specialist Rachel Hutchinson reported on upweller activity, grow-out areas, and seed acquisition. She determined that seed left in the upwellers would grow faster than ones transferred to grow-out areas, reducing labor costs. About 2.3 million quahog seed were grown out and distributed in town waters.
- Quahog, oyster, and scallop seed is supplied by the Aquaculture Research Corporation. There is concern over the future of their ability to provide the town with shellfish seed. The lease contract for the hatchery on Stage Harbor Yacht Club property was extended to January, 2015.
- An oyster relay area was established in Stage Harbor for the owners of the Richards grant in Oyster Pond during the closure of Oyster River this summer. The river was closed as a precaution when evidence of biological contaminants was found in the oysters.
- Support was given for the proposed Ryder's Cove ramp development project. A letter of approval was sent and a presentation given to the Economic Development Committee. The EDC has since recommended to the Selectmen to support the project.
- Due to the reduced concentration of mussel seed during the winter of 2013, only marginal efforts were made to disperse eider ducks in the Chatham Harbor area. It was also noted that the number of eiders was down from previous years. In the spring, large sets of mussels were observed throughout the estuary, boosting confidence of an abundant mussel harvest in 2014. However, considerable numbers of sea ducks that migrated here in late fall could be detrimental to all shellfish in the area over the 2014 winter.

Finally, the SAC is still waiting to review the Monomoy Comprehensive Conservation Plan, now scheduled to be released by the National Wildlife Service in 2014.

Special thanks to Shellfish Constable Renee Gagne, our advisor, and Timothy Roper, our committee liaison.

**Respectfully submitted,**

**David Likos, Chairman**

**Stephen Wright, Vice Chairman**

**Barry Greco, Clerk**

**James Blanchfield, Dominic Santoro,**

**Jamie Bassett, John Garey**

## Shellfish Department

The Shellfish Department is charged with protecting, managing and enhancing the shellfish resource throughout Chatham town waters. Authority to govern the shellfish resource is given to coastal Towns by the State under Chapter 130 of the Massachusetts General Laws. The department fulfills its mission by enforcing the regulations which protect and conserve the resource, by educating the public about shellfish and the need for sound management practices, and by ensuring the continued sustainability of the resource through a successful propagation program.

The majority of staff time is dedicated to patrols and enforcement, as well as oversight of the propagation program from late March through November. This year, the department expanded its educational outreach by providing presentations on shellfish habitat,

the shellfish resource, the municipal propagation program, and best management practices to local committees, organizations and clubs. The department also held its second annual open-house of the municipal upweller located at Stage Harbor which was well attended. Department staff served as the Town liaison to the Shellfish Advisory Committee, and as a Board of Directors' member of the Massachusetts Shellfish Officers Association and Barnstable County Shellfish Advisory Committee. The Department staff also worked closely with local and state officials to ensure public safety by assisting in water quality and shellfish testing.

A review of this year's growing season is as follows:

### Soft-Shell Clams

Landings for soft-shelled clams plummeted over the 2013 season. Hopes were high that flats in Pleasant Bay and Chatham Harbor would provide years of sustainable resource for the industry as last year's beds were robust with both adult and seed clams. It is suspected that the severity of winter storms in early 2013 combined with increased populations of predatory green crabs decimated the existing clam resource. Shellfish flats in the Southway, which include the back-side of South Beach and parts of Monomoy Island, are showing signs of recruitment. By the close of 2013, approximately 10 shellfishermen continue to target soft-shell clams while other members of the industry transferred efforts to other species.

### Quahogs

As the soft-shelled clam population declines, a number of shell fishermen directed their efforts to quahogs. Quahogs have always been the shellfish most harvesters fall back on when other species are in a down cycle. This reliance on the quahog emphasizes the importance of the propagation program which primarily raises quahog seed. Quahogs are also the favorite of recreational harvesters. The flats in the Southway were again productive during the summer months as were areas around Tern Island in North Chatham. Through the fall and early winter, quahog harvesters dispersed into Chatham's many coves and salt ponds. Seasonal opening of Buck's and Mill Creeks were very productive in comparison to last year's landings. Maintenance dredging at the mouth of Mill Creek continues to benefit the growth and survival of quahogs with increased water flow through the Creek and into Taylor's Pond. The Town's propagation program had successful results with the grow-out area and conditions look promising for increased productivity of quahogs and oysters.

### Razor Clams

The big story for 2013 was the razor clam fishery. Razor clams have periodically been a viable commercial resource in the past, though this year's set was extensive throughout Chatham Harbor and Pleasant Bay. Approximately twenty former soft-shell harvesters redirected their efforts to the razor clam with great success. Razor clam prices were consistently high making this an attractive alternative to soft shell clams. Harvesting the razor clam requires more finesse than digging steamers and the learning curve took a couple of weeks for many and discouraged others. Most of the fishermen harvest razors in deep water (2 to 4 feet) and are completely submerged while harvesting. Declining water temperatures may dictate this fishery to be a seasonal, warm weather fishery for most of the fleet.

### Scallops

The 2013 scallop year was a complete bust. No commercial landings for bay scallops were recorded for Chatham. Very few harvested enough for a dinner. Last winter's storms and subsequent breach in South Beach destroyed not only the existing scallop set, but also the habitat bay scallops require. Most of the existing scallop set was located

directly adjacent to where the break in the beach occurred. It is unlikely we will see another set of scallops in the Southway until the area stabilizes. On a positive note, set of seed scallops have been observed in areas in and around Pleasant Bay.

### Mussels

Only a few fishermen targeted mussels in 2013 though landings surpassed those of 2012. Chatham Harbor also experienced an extraordinary set of seed mussels. Unfortunately, the extensive mussels set attracted an unprecedented flock of Eider Ducks. The Eiders arrived earlier than noted in years past and in such numbers, it is doubtful any of the mussel sets will survive for harvest despite an active duck hunting season.

### Oysters

Oysters are strictly a recreational fishery. The majority of harvested oysters are the direct benefit of the propagation program. 2013 was an exceptional year for oysters and far exceeded the 2012 season in both the amount and quality (bigger and fatter). In 2012, approximately 200,000 oysters were held over for being undersized due to the lack of growth during an exceptionally warm summer.

## COMMERCIAL CATCH REPORT

	Landings in Bushels	Estimated Wholesale Value
Soft-shelled clams	14,000	\$ 1,050,000.00
Quahogs	24,000	\$ 1,536,000.00
Mussels	18,571	\$ 1,040,000.00
Razor Clams	8,150	\$ 1,141,000.00
Total Estimated Wholesale Value		\$ 3,767,000.00

## SHELLFISH PERMITS AND REVENUE

	Number of Permits	Price of Permit	Revenue
Commercial	322	\$ 200.00	\$ 64,400.00
Junior Commercial	23	\$ 100.00	\$ 2,300.00
Senior Commercial	31	\$ 50.00	\$ 1,550.00
Free Senior Commercial	24	NA	NA
Total from sales of Commercial Permits			\$ 68,250.00
Three-quarters of Total Fee to Commercial Shellfish Propagation Fund			\$ 51,187.50
One-quarter of Total Fee to the General Fund			\$ 17,062.50

Resident Family	1267	\$ 25.00	\$ 31,675.00
Resident Senior	391	\$ 10.00	\$ 3,910.00
Non-Resident Family	798	\$ 80.00	\$ 63,840.00
Free Senior Resident	83	NA	NA
Total from sales of Recreational Permits			\$ 99,425.00
<b>Total Revenue From All Permit Sales to the General Fund</b>			<b>\$116,487.50</b>



## Propagation

Since 1989, the propagation program has been funded by the sale of commercial shellfish permits. Three-quarters of the permit fee is deposited into a revolving fund which pays for annual seed purchases, operational overhead and seasonal staff wages. This year, the propagation team met its goal by improving over the successes and challenges of the 2012 season. The program purchased and grew over twice as many animals; 2,325,000 seed quahogs were grown as compared to 1,500,000 in 2012. Due to space restrictions in the upweller, 500,000 animals spent the growing season in the upweller, while the remainder were planted under nets in grow-out areas throughout Town. The quahog set that remained in the upweller grew large enough to be distributed into the wild, while those planted under nets will be extracted and broadcast throughout Chatham waters in approximately a year's time.

The propagation team, with the help of many in the commercial industry, also extracted an additional 2.2 million quahogs from previous year's stock and broadcast into the wild. In total, over two and a half million quahogs were added to the wild stock in Chatham waters.

The program also purchased and grew 185,000 scallop seed. Scallops are the last to leave the upweller facility and are broadcast out into the wild in late fall. Bay scallops are particularly sensitive animals and do not survive well with dramatic environment change. The propagation team chooses areas to broadcast the animals carefully, but then, hopes for the best.

Over 100,000 oyster seed were purchased in 2013. Oysters start in the upweller but are moved out of the facility quickly and into the grow-out areas throughout Town. Pending any environmental hurdles, this year's oysters will be dispersed for the 2014 season.

## Violations Issued

Guest violation	4
In possession of greater than 5% seed shellfish	22
No license on person	3
Over weekly limit	3
In possession of shellfish out of season	1
Shellfishing in a closed area	1
Shellfishing without a permit	9
Suspension of Shellfish Permit	1
Non-criminal citation for:	
Shellfishing without a license	2
In possession of greater than 5% seed (100%)	
In possession of shellfish out of season	

**Total – Paid in Full                      \$200.00**

In closing, the Department would like to thank our placements from the Senior Tax Work-Off Program, Fran Ellingham and Daniel Campanaro. Efforts by both Fran and Dan were greatly appreciated and we look forward to their return next year. Thanks to our seasonal staff as well as the members of the Shellfish Advisory Committee. Also, a big thank you to the Cape Cod AmeriCorps volunteers who assist us with our most physically challenging tasks.

**Respectfully submitted,  
Renee Gagne, Shellfish Constable**

## South Coastal Harbor Planning Committee

In 2005, the State approved management recommendations for Chatham's south coast for oversight of such issues as public access, marine safety, waterfront infrastructure and facilities, water quality, resource protection, fishing and shellfishing, and regulation of shoreline structures. The South Coastal Harbor Planning Committee (SCHPC) reviewed the status and progress on implementing the 2005 recommendations and developed a draft Report on Implementation which was provided to other town committees for review and comment. At year's end the draft report was essentially complete for submission to the Board of Selectmen for transmittal to the Massachusetts Office of Coastal Zone Management. Chatham was one of the earliest communities to adopt a coastal management plan, and the town has been successful in carrying out many of the management programs identified in the Plan. Town Meeting in 2010 approved a by-law which prohibited construction of new private docks and piers in most of the Stage Harbor system. In 2013, a group of residents formed an association to construct a new dock, claiming that the by-law only applied to single family private docks but not to private association docks. The SCHPC opposed the proposal on its merits and the proposal was ultimately denied by the Zoning Board of Appeals. In the aftermath, the SCHPC further clarified their position that private association piers and docks should be considered the same as single family residential docks within the Zoning Bylaws.

SCHPC had nine members at the beginning of 2013, but two long-serving and respected members, Pat Siewert and Kurt Hellfach, resigned, one for health reasons and one because of relocation out of Chatham. A proposal was made to the Board of Selectmen to reduce the size of the Committee to seven members. It was approved.

**Respectfully submitted,  
Dean W. Ervin, Chairman  
Ernest Eldredge, Vice Chairman  
Martha Stone, Secretary/Clerk  
Tom King, Dave Likos, George Olmstead,  
Michael Westgate**

## Summer Residents Advisory Committee

During the summer of 2013, the Summer Residents Advisory Committee held ten regular business meetings to receive information on the Town's performance in rendering services to its citizens and to identify issues of likely concern to summer residents in 2013. The committee met with Len Sussman, Board Selectman and liaison to the Committee, Tim Roper, Chairperson of Board of Selectmen, Town Manager, Jill Goldsmith, Alix Heilala, Director of Finance, Florence Seldin, Previous Board of Selectman Chairperson.

Several issues dominated the Committee's work this year. The first issue was the 2014 budget planning process and a two year level funded budget forecast, (the 2013 Summer Town Meeting video can be viewed on the town's website under Summer Residents 2013 Town Meeting – Chatham Financial Scorecard).

The second issue was the construction of a new Chatham fire station. The committee supported the decision to construct a new fire station located on Depot Road.

The third issue was the significant problem of parking at the Fish Pier during the summer season. We hope the Town and the Chatham Bars Inn can reach a mutually successful conclusion to a longstanding problem by summer 2014.

The fourth issue was the improvement of Route 28 between George Ryder Road and Barn Hill Road. There are safety issues with 3 lanes in this section of the Route 28 both for pedestrians and automobile. In addition, this area is unattractive. Our committee supports the roundabout plan in combination with a bike and pedestrian path. In addition, the appropriate landscaping and street lighting will enhance the aesthetics of the area.

The fifth issue developed during the later part of our SRAC summer meeting schedule. This issue involved the trash disposal process beginning January 1, 2015. The Summer Residents Advisory Committee did not support the "pay as you throw" concept. We did, however, encourage the Town to continue negotiations with Covanta and ABC Disposal. We had serious concerns that the Cape Cod Commission only negotiated with Covanta until pressure was applied to include



ABC Disposal in the negotiating process. With two qualified vendors of trash and recycling disposal now competing for the Town of Chatham business, the future costs should be stabilized beginning on January 1, 2015.

The sixth issue to be considered in 2014 is the large number of administrative offices located in different sections of the Town. The consolidation of these operations would not only reduce operational costs, but enhance communications among Town Departmental officials. We strongly recommend that the Town initiate an assessment process for the possibility of consolidating the office space of all Departments.

And finally, a key issue for the Town of Chatham to address is the future protection plans for Chatham's shoreline and the future maintenance dredging plan. Chatham's waters need to be navigable for the commercial fishermen and recreational boaters. The state regulations do not deal appropriately with the serious rising waters of Chatham and the associated flooding problems that occur. Chatham does not need a New Jersey "Sandy" situation, so the problem needs to be addressed with the highest priority.

The committee hosted the 67th Annual Summer Town Meeting on August 7, 2013. The agenda of the evening included:

- Welcome remarks – Board of Selectman, Chairperson, Tim Roper,
- State of the Town – Town Manager, Jill Goldsmith,
- Trash – How to Dispose of it in 2015, Joel Rottner,
- Navigating Chatham Waters – Michael Ryder,
- The Dredging Situation – Ted Keon
- West Chatham Corridor (Rt 28) Update – Peter Tarrant.
- Chatham Financial Scorecard 2013 – Hugh Moulton

The Committee would like to thank the Board of Selectmen, the Committee's Liaison, Selectman Len Sussman, the Town Manager, Jill Goldsmith, and the Town Department Heads for their help in making 2013 a very productive year for the Summer Residents Advisory Committee.

**Respectfully submitted,**  
**Hal Kraus, Chairman**

**Joel Rottner, Vice Chairman**

**Colette B. Traylor, Ph.D., Secretary**

**Michael S. Waters, Treasurer**

**Bob Champlin, Kay Flynn, Jill Nickerson**

**MacDonald, Hugh Moulton,**

**Phil Richardson, Peter Tarrant**

**Katherine Malfa, Associate Member**

**Jamie Meehan, Associate Member**

## Town Clerk

Office activity during the calendar year 2013 included:

Planning Board applications, decisions, etc. filed	16
Zoning Board of Appeals applications, decisions, etc. filed	95
Doing Business Under An Assumed Name filings (DBA)	56
Gasoline Storage permits issued	20
Raffle Permits issued	14
Marriage Intentions filed	78

Monies received at the Town Clerk's Office and paid to Treasurer:

For certifications and other miscellaneous fees	\$21,151.00
629 Dog and Cat licenses sold	\$ 3,952.00
Bylaw violations	\$ 1,695.00

**TOTAL \$ 26,798.00**

## Vital Records Recorded

As recommended by the State Office of Vital Records, only the number of births, marriages and deaths recorded in the last three years are listed:

### Birth Comparison

- 29 recorded in 2013
- 20 recorded in 2012
- 18 recorded in 2011

### Marriage Comparison

- 72 recorded in 2013
- 74 recorded in 2012
- 66 recorded in 2011

### Death Comparison

- 182 recorded in 2013
- 158 recorded in 2012
- 165 recorded in 2011

## Demographics

<b>6,231</b>	Year-Round, Full Time Residents were listed at the close of 2013
<b>5,568</b>	Registered voters were listed at the close of 2013
1,160	were enrolled in the Democrat party
1,200	were enrolled in the Republican party
3,181	were registered as Unenrolled (formerly known as Independent)
5	were enrolled in the Green-Rainbow party
22	were enrolled in a "political designation" (Note: Voters enrolled in a political designation may not vote in any state or presidential primary)

Seven Voter Events were held during 2013; Minutes of each on the following pages:

January 22, 2013	Special Town Election
April 30, 2013	Special State Primary
May 13, 2013	Annual Town Meeting
May 16, 2013	Annual Town Election
June 25, 2013	Special State Election
October 7, 2013	Special Town Meeting
October 10, 2013	Special Town Election

**Respectfully submitted,**

**Julie S. Smith, MMC/CMMC, Town Clerk**

## Tree Warden

In 2013 the Tree Warden carried out the duties as specified in Chapter 87 of the Massachusetts General Laws. The Tree Warden position is part of the Park and Recreation Department. The Tree Warden is charged with maintaining the street trees along all Town owned roads.

There were several dead or hazardous trees removed throughout the Town during the year.

NSTAR Electric had a significant tree pruning program in Chatham again this year. This was along both Town roads and Private roads. They are allowed by regulation to maintain a clearance of 15' around the electric lines. This is an effort on the utilities part to reduce the amount of damage and power outages from storms. NSTAR has also been working directly with property owners in Town to remove some trees completely that are a problem with the overhead electric wires on or along their properties.

The trimming of trees along power lines will probably always be a cause for some controversy. The efforts to maintain a balance between the utilities need to maintain consistent service for its customers and the public desire to have attractive trees along our roads.

The Friends of Trees, Inc. donated and planted several more trees and shrubs around Town. The Friends of Trees remains a very active organization for planting and maintaining trees in our community and I thank them for their continued help and support.

Friends of Trees also led an effort to have Chatham recognized as a "Tree City USA" by the National Arbor Day Foundation. The application for this was completed by FOT member George Myers and we should find out if this is approved in 2014.

The Winter Moth remains the major pest problem on Cape Cod. Look for an inch worm like caterpillar to emerge in great numbers in the spring. The repeated defoliation of trees by the caterpillars reduces the health of the trees.

Crypt Oak Gall Wasp is a newer pest to

our area affecting many oak trees in Chatham. This insect lays its eggs in the twigs of oak trees and the young insects larvae live in the twig and cut off nutrients to the twigs. This causes the tree to have browning a death of out leave. In trees with a significant infestation this reduces the trees health and can lead to loss of the tree.

If anyone has a concern regarding a street tree along a Town road please call me at (508)-945-5158.

**Respectfully submitted,**  
**Daniel L. Tobin, Tree Warden**

## Veterans' Services

The following report is of the activities of the Department of Veterans' Services for Calendar Year 2013. Our duties are categorized in two basic areas: Benefits and Services.

### Commonwealth Low-income Benefits

This program is covered and authorized under Massachusetts General Law Chapter 115. It provides financial assistance to honorably-discharged, veterans who establish need and worthiness and are residents of the Town of Chatham. During the year the Town, through our office, extended benefits to qualified veterans totaling \$29,200 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

### Federal Benefits and Services

We assisted veterans and their dependents in obtaining federal, state and local benefits under the broad umbrella of the Department of Veterans Affairs. These services included payments for service-connected disabilities, pensions, education, medical, burial, medals and records. During the year, this office assisted in obtaining over \$1.45 million in cash payments for compensation and pensions for Chatham veterans and their dependents.

### Contact Information

Our service officers for the Town are Wil Remillard and Harry Rae. We encourage all veterans and their dependents to utilize our services. Veterans may contact the main office in Hyannis five days per week at 1-888-778-8701. We can also schedule appointments in one of our offices, at your home or any location that is best for you.

We would especially like to thank the Town Manager, Finance Director and Town Accountant for their assistance and support throughout the year.

**Respectfully submitted,**  
**In the Service of all Veterans,**  
**Edward F. Merigan, Director and**  
**Veterans' Agent**  
**Wilfred Remillard,**  
**Chatham Veterans Service Officer**  
**Harry Rae, Lower Cape Service Officer**

## Water and Sewer Advisory Committee

The Water and Sewer Advisory Committee meets monthly to make recommendations to the Water and Sewer Commissioners to review and provide citizen input to the Director of Public Works, Jeff Colby, about the on-going activities of the Water and Sewer Department to review and provide citizen input to the Director of Health and Environment, Dr. Robert Duncanson, about the sewer system expansion to hear appeals from customers aggrieved by decisions made by the Water and Sewer Department.

Several projects deserve special note. The construction of a new wastewater treatment plant was completed during 2012 and is now processing sewage. The installation of the sewer lines which will constitute the backbone of the collection system was also completed. A solar electric power array was installed on the roof of the operations building at the wastewater treatment plant, to supply part of the electricity needs of the building. A system to circulate water within the two standpipes, which provide continuous water pressure to the water distribution system, was installed to prevent bacterial contamination.

The first part of our wastewater treatment project has qualified for Massachusetts' 0% interest rate sewer revolving fund.

We have explored opportunities for providing renewable electrical power to treat wastewater. A large photovoltaic array will be constructed at the site of the former landfill, which is adjacent to the wastewater treatment site. Some of the power it generates will be used to process wastewater and the rest will supply other municipal electricity needs. Construction should start as soon as NSTAR completes some minor modifications to the electrical grid to accept the extra power.

We have identified areas for the next extension of the sewer system, to reduce nitrogen entering Oyster Pond and Little Mill Pond. The original Stage Harbor Road pumping station will be renovated. Two additional water wells are also being developed.

Some of our wells produce water with excessive iron and manganese. The water is safe to drink, but sometimes discolored. We

have decided to install a system for removing iron and manganese.

This year, several requests for abatements of the water bills were submitted to the Committee. Most of the requests were resolved successfully with the applicants.

The Committee has spent most of this past year working on a new Article II to reflect the fact that the DPW Consent Decree has been removed and to replace the various sewer banks with a new set of regulations. These proposals include segments of the previously approved sewer bank policies adopted by the Board of Selectmen. If these regulations are approved at the May Town Meeting, the policies will become superfluous and can be rescinded by the Board. The new proposed regulations, in our opinion, provide the flexibility and control that are desired by both the Board of Selectmen and the Town.

**Respectively submitted,**  
**John Cogswell, Chairman**  
**Charles Bartlett, Vice Chairman**  
**George Cooper, Clerk**  
**Debbie Aikman, Larry Sampson**

## Waterways Advisory Committee

The Waterways Advisory Committee (WAC) has continued in its duties to discuss and advise the Board of Selectman on boating interests and marine related matters.

The Harbormaster's Department was placed under the supervision of the Police Department in 2012 and the Harbormaster was placed on administrative leave near the end of 2013. Both of these issues are of great concern to the WAC and the WAC hopes the issues will be resolved as soon as possible.

We have reviewed and commented on both the Pleasant Bay Alliance update and the South Coastal Harbor Management Plan. We provided comments for incorporation into each report and voted in support of both plans.

We continue our work and are eagerly awaiting engineering plans and final cost estimates for the improvements to the Ryder's Cove Landing that were developed by the WAC and then endorsed by the Selectmen last year. We are hoping that all the design work will be done in order for presentation to the town for the 2014 town meeting. The facility upgrades are sorely needed and hopefully it will gain the approval of the townspeople.

We have been asked by the Selectmen to look at the pending needs of our waterways infrastructure and consider various options including reviewing fees and other revenue

and tax-based means to support funding these projects. This effort will continue into 2014.

A new inlet formed through South Beach opposite North Monomoy Island during a storm in February 2013. The WAC was concerned that the new inlet would cause significant congestion by commercial bass fishermen launching at Barn Hill seeking alternative access to the bass fishing areas. The WAC held public hearings to change regulations to limit the use of Barn Hill Landing to residents and taxpayers only during commercial bass fishing season. The changes worked well although the restrictions do impact the non-commercial non-resident boaters. The WAC is sensitive to this issue and will continue to look for opportunities to maintain access for all boating interests.

We discussed the closing of a commercial fish buying operation at a private pier in Stage Harbor and made a suggestion to the town that the town should actively pursue the purchase of waterfront properties when opportunities arise, especially when adjacent to present town landings.

We believe we have made headway in developing the designs and plans for replacing the deteriorated bulkheads and expanding and improving the docking system at the Old Mill Boat Yard. Staff submitted a grant request in December 2013 for the construction phase of this work through the Seaport Advisory Council.

We discussed the potential need for dredging in the Pleasant Bay ACEC resulting from rapid shoaling due to the inlet opposite Minister's Point. The WAC strongly supported the efforts underway to change the current state regulations that prohibit any dredging within an ACEC. The Pleasant Bay Alliance is spearheading this issue with the state. Staff has begun acquiring the data and studies needed to pursue the permits once the regulations have been changed at the state level. We should all be reminded the potential problems of making such stringent regulations in areas that constantly change and our need to change with them.

We talked about erosion and flood protection of our east coast prompted by last year's active storm season and a newspaper article that stated "Three Lousy Inlets". We spoke of the possibility of engaging Federal, State and Local agencies to undertake possible projects that may include large scale beach nourishment and other alternatives along the outer beach and other locations. Most feel it is a potentially enormous and very costly task that would not be feasible to implement. These efforts would be further compounded by the policies of the Cape Cod National Seashore that may be at odds with many of the

options. However, some feel unless efforts of this scale are approached then nothing would happen except more erosion and damage to our shoreline.

The WAC had an opportunity to meet with the Economic Development Committee to specifically discuss the proposed improvements to the Ryder's Cove facility. The EDC indicated support for this project in particular and also expressed strong general support for initiatives that maintain and improve our waterfront facilities due to their importance to Chatham's economy.

We would like to thank the selectman and town manager for the opportunity to weigh in on such important subjects regarding our waterfront and boating interests.

**Respectfully submitted,  
John Huether, Chairman  
Ed Conway, Vice Chairman  
Dave Davis, Tim Linnell, Bob Hamblet,  
Don St. Pierre, Peter Taylor**

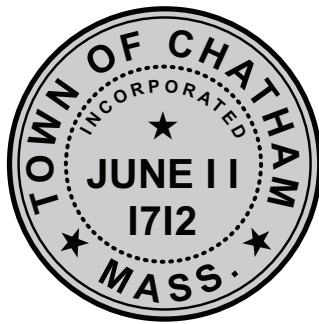
## **Zoning Board of Appeals**

**T**he Chatham Zoning Board of Appeals scheduled eighty-three (83) hearings through December 31, 2013, with the summary of results shown below. Please note that one request may necessitate relief from more than one dimensional requirement or provision of the Zoning Bylaw.

- There were sixty-four (64) Special Permits requests, of which sixty-three (63) were granted, (fifteen (15) with conditions), and one (1) was denied.
- There were ten (10) Requests for Modification of existing Special Permits, eight (8) were granted, (two (2) with conditions), one (1) was denied and one (1) was withdrawn.
- There were two (2) Requests for Variances, one (1) was granted and one (1) was denied.
- There were two (2) Appeals of the Chief Zoning Officer, one (1) was denied and one (1) was withdrawn.
- There was one (1) request for a 40B Comprehensive Permit, which is currently under review.
- There were six (6) appeals to the Sign Code Appeals Committee, of which four (4) were granted, one (1) with conditions, and two (2) were denied.
- Revenue collected for calendar 2013 through December 31, 2013 was \$17,475. This figure includes fees collected for several hearings in 2013.

**Respectfully submitted,  
David S. Nixon, Robert Hessler,  
Joseph F. Craig, Donald Freeman,  
David Veach, Rick Leavitt,  
Happy Van Sickle, Paul Semple**





**Town Meetings and Elections,  
State Elections, and State Primary**



## Special Town Meeting January 22, 2013

To any of the Constables of the Town of Chatham in the County of Barnstable.

IN THE NAME OF THE COMMON-WEALTH OF MASSACHUSETTS, you are hereby directed to NOTIFY and WARN the INHABITANTS OF THE TOWN OF CHATHAM, qualified to vote in elections and Town affairs to meet in the gymnasium of the Chatham High School on Crowell Road in said Chatham on the 22nd day of January, 2013 at 6:30 o'clock in the evening, then and there to act on any business that may legally come before said meeting.

Moderator William G. Litchfield opened this Special Town Meeting at 6:32 p.m. 363 voters were present, far exceeding the quorum of 100.

On behalf of the Town Clerk, the Moderator read the Constables Return of Service: "Barnstable, ss. Pursuant to the written WARRANT, I have notified and warned the inhabitants of the Town of Chatham by posting attested copies of the same in each of the Post Offices of said Town at least fourteen days before January 22, 2013 on January 4, 2013, Thomas R. Pennypacker II, Constable."

Moderator Litchfield administered the Oath of Office to the volunteer Tellers for the evening: Bruce Beane, Louise Redfield, Donald St. Pierre, Deborah Walther, and Jean Young.

Moderator Litchfield introduced members of the Boys Scouts Troop #71: Jordan Bunting, Cody Doyle, Elijah Eldredge, Carlisle Nash, Eddie Thatcher, David VanSickel and Owen Van Sickle who presented the State and U.S. flags and led the audience in the pledge of allegiance.

In the event that the Moderator will need to step down, Moderator Litchfield announced that he would entertain a motion for a Deputy Moderator. Ms. Seldin nominated David Nixon as Deputy Moderator if the Moderator needs to step down on an article.

**VOTE:** Voice. So voted unanimously.

**Resolution as Presented by Selectman Florence Seldin:** Resolved that the Town vote to adopt the following rules of procedure for the Special Town Meeting of January 22, 2013.

**A) The Moderator shall have the option of reading each Article in the Warrant verbatim or summarizing the subject matter therein in general terms, at his discretion.**

**B) Upon an Article having been disposed of by vote, the Moderator shall entertain a motion to reconsider said Article or to accept a Resolution pertaining to said Article only during the same session during which said vote was acted upon.**

**C) A motion to move the previous question shall require a two-thirds vote and may not be debated.**

**D) The Moderator shall not accept a motion to move the previous question by any person discussing the Article until after an intervening speaker has discussed the Article.**

**E) A non-voter may request the privilege of addressing the meeting on a motion made under any Article or Resolution offered, the request to be granted by the Moderator unless there is an objection by a voter. Upon objection, the Moderator shall poll the meeting by voice or count, at his discretion, and a majority vote in favor shall entitle said non-voter to address the meeting. However, the Moderator may grant the privilege of the floor to any non-resident Town Department Head without necessity of a vote.**

**F) The Moderator shall not entertain the question of the presence of a quorum at any point at which a motion to move the previous question has already been voted.**

**G) Speakers addressing the meeting shall be limited to five (5) minutes within which to present their remarks. The Moderator will not recognize anyone who has previously spoken on the Article until all persons wishing to address the meeting have had an opportunity to speak. The Moderator may exercise reasonable discretion in enforcement of this rule.**

The foregoing rules are not intended to alter or change the traditional conduct of the Town Meetings in Chatham except as specifically stated above.

**VOTE:** Voice. So voted unanimously.

### Article 1 – Administrative Order

To vote to direct the Town Manager to comply with the Chatham Home Rule Charter Part V Sec. 5-1 (a) by issuing the required Administrative Order with respect to the Town Manager's merger, consolidation, reorganization so-called of the Harbormaster's Department within the Police Department.

Subsequent to the issuance of the above Administrative Order, the Board of Selectmen will vote to reject any Administrative

Order issued by the Town Manager that reorganizes, consolidates, merges or places the Harbormaster or any current responsibilities, duties or functions, currently under the jurisdiction or supervision of the Harbormaster within or supervised by any officer associated with the Police Department. (By Petition)

**Board of Selectmen Recommendation:**  
**Approve 0-5-0 (Disapprove)**

**Finance Committee Recommendation:**  
**Recommendation from Town Meeting floor.**

**Petitioner Peter Taylor stated that the petitioners will make no motion on this article.**

### Article 2 – Amend Waterways Bylaw

To see if the Town will vote to amend the provisions of Chapter 265-1 of the Town of Chatham Waterways Bylaw (Application and regulations) by adding a new Subsection E by inserting the following language: The Harbormaster Department and all current functions and responsibilities will be headed by the Harbormaster which will be a civilian position. This position and all of its current functions and responsibilities will be supervised by the Town Manager or a department with like responsibilities, duties and functions not associated with the Police department.

(By Petition)

**RESOLUTION:** In lieu of a motion, petitioner Peter Taylor proposed the following Resolution: Be it resolved that the Special Town Meeting of January 22, 2013 votes to request that the Board of Selectmen and Town Manager maintain a separate Harbormaster Department independent of the Police Department. The Harbormaster Department, with all its current functions and responsibilities, should be led by a Harbormaster which will be a civilian position supervised by the Town Manager or a department with like responsibilities, duties and functions not associated with the Police Department.

**Board of Selectmen Recommendation:**  
**Approve 0-5-0 (Disapprove)**

**Finance Committee Recommendation:**  
**Recommendation from Town Meeting floor.**

**VOTE ON RESOLUTION: VOICE:** "In my opinion the ayes have it," declared the Moderator.

**After a request for a hand count:**

**YES: 226**

**NO: 109**

**VOTE:** "The resolution is agreed to," declared the Moderator.



### Article 3 – Re-Establish Government Advisory Committee

To see if the Town will vote to re-establish a Government Advisory Committee which will be responsible for reviewing the actions and/or votes of the Board of Selectmen and Town Manager with respect to the organization of town government and policies of the Board of Selectmen. The committee's responsibility will be: 1) Review any actions or pending actions for consistency with the Town Charter, town bylaws, and rules and regulations. 2) Make recommendations to the Board of Selectmen and Town Manager on actions or pending actions of the executive branch at times that the committee deems appropriate, no less than twice for every fiscal year. 3) Make any recommendations regarding the actions of the executive branch to the annual town meeting. The committee shall consist of seven (7) members who shall be registered voters of the town and serve a three (3) year term, not exceeding two (2) consecutive terms. Members of the each of the following groups shall appoint one (1) member: Finance Committee, Conservation Commission, Economic Development Committee, Board of Health, Waterways Advisory Committee, Community Preservation Committee, and a member elected by the town employees. (By Petition)

#### Board of Selectmen Recommendation:

**Approve 0-5-0 (Disapprove)**

#### Finance Committee Recommendation:

**Recommendation from Town Meeting floor.**

**MOTION:** Petitioner Kevin Moore moved to indefinitely postpone Article 3.

**VOTE:** Voice. So voted unanimously, declared the Moderator.

### Article 4 – Amend General Bylaws

To see if the town will vote to amend Chapter 15 Section 15-1 (Operating Budget Schedule) of the General Bylaws by adding a subsection E: The Town of Chatham will employ a Fire Chief who will lead the Fire Department separate from a Police Chief and Police Department. The Fire Chief will be responsible for the development and implementation of all Fire Department operations including the operating budget and will be responsible for supervising all the employees, firefighters and expenses related to the Fire Department.

And amend Chapter 15-2 (Capital Improvement Program Schedule) by adding subsection D: The Fire Chief will be responsible for the development of the Fire Department's Capital improvement schedule. (By Petition)

**Board of Selectmen Recommendation:**  
**Approve 0-5-0 (Disapprove)**

**Finance Committee Recommendation:**  
**Recommendation from Town Meeting floor.**

**MOTION:** Petitioner Kevin Moore moved that town meeting vote to amend Chapter 15-1 (Operating Budget Schedule) of the General Bylaws by adding a subsection E: The Town of Chatham will employ a Fire Chief who will have all the powers and responsibilities consistent with Mass General Law; Chapter 48 Sec, 42-44 that was adopted by annual town meeting in 1966.

And further move that town meeting vote to amend Chapter 15-2 (Capital Improvement Program Schedule) by adding subsection D: The Fire Chief will be responsible along with the Town Manager for the development of the Fire Department's Capital improvement schedule.

**MOTION TO AMEND:** Voter Seth Taylor moved that the second paragraph be removed from the motion.

**VOTE ON MOTION TO AMEND:** Voice. So voted by a very substantial majority, declared the Moderator.

**VOTE ON AMENDED MOTION:** Voice. So voted by a very substantial majority, declared the Moderator.

AT 8:25 p.m., Selectman Whitcomb moved to adjourn.

**VOTE:** Voice. So voted unanimously.  
Respectfully submitted,  
Julie S. Smith, MMC/CMMC, Town Clerk

### Special State Primary Election April 30, 2013

This Special State Primary Election, called by the Board of Selectmen as required by law on a Warrant duly posted by Constable Benjamin J. Nickerson on March 27, 2013, was held on Tuesday, April 30, 2013 at the Chatham Community Center. The polls opened at 7:00 a.m.

Town Clerk Julie Smith, Warden Carol Barry, and computer specialist James Cuddy examined the ballot boxes, demonstrated the boxes were empty and showed the ballot counters to be registered at zero. The Optical Scan electronic voting systems operated throughout the voting hours without incident.

Warden Carol Barry and election workers Joan Bagnell, Beverly Brown, Ann Eldredge, Sandra Koski, Mary McDermott, Lillian McNulty, Shanna Nealy, David Porter, Louise

Redfield, Jennifer Smith, Carol Tautkus, and Paula Tobin all contributed to the success of this election.

The polls closed at 8:00 p.m. At the time of this election there were 5,432 registered voters in Chatham. 1,438 ballots were cast (26%).

SENATOR IN CONGRESS (D)	TOTAL
STEPHEN F. LYNCH	230
EDWARD J. MARKEY	590
WRITE-IN	2
BLANK	3
<b>TOTAL</b>	<b>825</b>

SENATOR IN CONGRESS (R)	TOTAL
GABRIEL E. GOMEZ	401
MICHAEL J. SULLIVAN	152
DANIEL B. WINSLOW	58
WRITE-IN	1
BLANK	1
<b>TOTAL</b>	<b>613</b>

Respectfully submitted,  
Julie S. Smith, MMC/CMMC, Town Clerk

### Annual Town Meeting May 13, 2013

To any of the Constables of the Town of Chatham in the County of Barnstable.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to NOTIFY and WARN the INHABITANTS OF THE TOWN OF CHATHAM qualified to vote in elections and Town affairs, to meet in the gymnasium of the Chatham High School on Crowell Road in said Chatham on the 13th day of May at 6:00 o'clock in the evening, then and there to act on any business that may legally come before said meeting, and to meet again in the Community Center on Thursday, the 16th day of May, 2013 to elect the necessary Town Officers as contained in the Warrant.

Polls for the election of Officers will open at 7:00 a.m. and will close at 8:00 p.m.

**Moderator William G. Litchfield opened the meeting at 6:00 p.m. Moderator Litchfield opened the meeting at 6:00 p.m. 558 voters were present, far exceeding the quorum of 100.**

**On behalf of the Town Clerk, the Moderator read the Constables Return of Service: Barnstable, SS. Pursuant to the written WARRANT, I have notified and warned the inhabitants of the Town of Chatham by posting attested copies of the same in each Post Offices of said Town at least fourteen days before May 13, 2013 on April 4, 2013. Thomas R. Pennypacker, II, Constable.**

The Moderator introduced Boy Scouts from Troop #71; Cody Doyle, Elijah Eldredge, Carlisle Nash, and Eddie Thatcher as they presented the U.S. and Massachusetts State flags and lead the audience in the Pledge of Allegiance.

The Moderator introduced CART Stenographer Stefanie Farrell and reminded the audience that the bleacher section to the right was designated for non-voters. The Moderator also announced that there were representatives from the League of Women Voters present to keep track of the 5-minute rule.

The Moderator explained to the meeting that it is customary and appropriate to acknowledge the town employees who have died since our last Annual Town Meeting: Alden Abbott, Sherman Burson, Helen B. Duggan, Sally Duplaix, Elinore Johnson, Wayne Julin, Douglas T. King, Sheila P. Livermore, Mary U. Mikita, Sheila Miller, Peter Allen Norcross, Doris Spence, Stuart G. Stearns, and Coleman C. Yeaw.

The Moderator Litchfield reminded the audience that there might be an article in which he would need to step down, and he requested that the David Nixon be nominated as Temporary Moderator.

**VOTE: Voice. So voted unanimously.**

**Resolution as presented by Selectman Florence Seldin:** Resolved that the Town vote to adopt the following rules of procedure for the Annual Town Meeting of May 13, 2013.

- A) The Moderator shall have the option of reading each Article in the Warrant verbatim or summarizing the subject matter therein in general terms, at his discretion.
- B) Upon an Article having been disposed of by vote, the Moderator shall entertain a motion to reconsider said Article or to accept a Resolution pertaining to said Article only during the same session during which said vote was acted upon.
- C) A motion to move the previous question shall require a two-thirds vote and may not be debated.
- D) The Moderator shall not accept a motion to move the previous question by any person discussing the Article until after an intervening speaker has discussed the Article.
- E) A non-voter may request the privilege of addressing the meeting on a motion made under any Article or Resolution offered; the request to be granted by the Moderator unless there is an objection by a voter. Upon objection, the Moderator shall poll the meeting by voice or count, at his

discretion, and a majority vote in favor shall entitle said non-voter to address the meeting. However, the Moderator may grant the privilege of the floor to any non-resident Town Department Head without necessity of a vote.

- F) The Moderator shall not entertain the question of the presence of a quorum at any point at which a motion to move the previous question has already been voted.
- G) Speakers addressing the meeting shall be limited to five (5) minutes within which to present their remarks. The Moderator will not recognize anyone who has previously spoken on the Article until all persons wishing to address the meeting have had an opportunity to speak. The Moderator may exercise reasonable discretion in enforcement of this rule.

The foregoing rules are not intended to alter or change the traditional conduct of Town Meetings in Chatham except as specifically stated above.

**VOTE: Voice. So voted unanimously.**

**Selectman Florence Seldin presented the following proclamation to outgoing Selectman David R. Whitcomb:**

General Proclamation  
Delivered at the May 13, 2013  
Annual Town Meeting  
Of the  
Town of Chatham  
Commonwealth of Massachusetts  
To Honor the Contributions and Public  
Service of  
Selectman David R. Whitcomb

Whereas, the first Annual Town Meeting of the newly incorporated Town of Chatham, Massachusetts, elected its first Board of Selectmen exactly three hundred years ago, in March of 1713, and;

Whereas, the Town of Chatham has continually and successfully addressed a wide range of challenges thanks to the vision, leadership and determination of the scores of Selectmen who served the Town over the next twenty-nine decades, and;

Whereas, the onset of the 21st Century presented the Town of Chatham with new challenges witnessed by its inadequate or shopworn infrastructure, and general concerns over the town's educational future, economic viability, and the degradation of its coastal waters, and;

Whereas; one devoted Chatham resident, following his years of public service on the Chatham School Committee, was submitted his candidacy to the voters and was elected to the Board of Selectman in 2002, then successfully re-elected in 2004, 2007 and 2010; and;

Whereas, during his eleven straight years on the Board, this Selectman reliably encouraged and strongly advocated for local improvements including the rebuilding of the Town Fish Pier; a new Chatham Community Center; a new Department of Public Works, a new Chatham Police Department headquarters; a new Town Office Annex; expansion of public parking lots, rest rooms and recreational facilities; and establishment and expansion of Chatham's wastewater treatment plant and system; and,

Whereas, during this Selectman's years of service the Town of Chatham maintained the lowest property tax rate in the Commonwealth and achieved the high financial status of a AAA bond rating despite the pressures of a declined or stagnant national economy;

Now, Therefore, Be It Proclaimed

That the honorable **Selectman David R. Whitcomb** is hereby gratefully thanked and applauded by this Town Meeting and all good citizens for his many and outstanding years of dedicated service to the people, families and future well-being of the Town of Chatham, Massachusetts.

Submitted To Town Meeting this Thirteenth Day of May, 2013 by:

Florence Seldin, Chairman  
William G. Litchfield, Moderator  
Sean D. Summers, Vice Chairman  
Julie S. Smith, Town Clerk  
Timothy L. Roper, Clerk of the Board  
Leonard M. Sussman, Selectman

**Adopted unanimously, declared the Moderator.**

## **Article 1 – Annual Town Election**

To bring in their votes on one ballot to elect the following Town Officers:

- Two Selectmen for a three (3) year term
- One Housing Authority member for a five (5) year term
- One Monomoy Regional School Committee member for a three (3) year term

**No Motion**

## **Article 2 – Accept Annual Reports**

To hear the reports of various Town Officers and Committees and see what action the Town will take relative to the appointment of officers not chosen by ballot, or take any other action in relation thereto.

(Board of Selectmen)

**Motion: Florence Seldin, Chairman, Board of Selectmen, moved that the Town Moderator and Board of Selectmen be authorized to appoint the necessary Town officers whose appointments are not other-**

wise provided for and that the Town hear and accept the reports of various Town officers and committees as they appear in the Town Report.

*Explanation as printed in the Warrant: The purpose of this Article is to enable a Town officer or committee member to address the Town Meeting. The Town's Annual Report is available on the Town's website.*

**VOTE: Voice. So voted unanimously.**

### Article 3 – Fix Salaries – Elected Officials

To fix the salaries of the elected Town officers for the fiscal year beginning July 1, 2013, or take any other action in relation thereto.

Officer	FY2013 Voted	FY2014 Request
Moderator	\$ 600	\$ 600
Selectmen – Each	2,000	2,000
Chairman – Extra	500	500
	(Board of Selectmen)	

**Motion: Sean Summers, Selectman, moved that the Town vote to fix the salaries of the elected Town officers in accordance with the positions and amounts in this Article.**

*Explanation as printed in the Warrant: In accordance with Massachusetts General Law, Chapter 41, Section 108, salaries and compensation of elected officers must be fixed annually by vote of the Town at an Annual Town Meeting. This Article fixes (sets), but does not appropriate these salaries. Actual appropriation of funds for these salaries occurs under Article 6 - Town Operating Budget. No increase to the prior year is being sought.*

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

### Article 4 – Consolidated Revolving Funds

To see if the Town will vote pursuant to the authority granted under Massachusetts General Law Chapter 44, Section 53E ½, to establish or reestablish the following Revolving Funds for the purpose of receiving revenues and making disbursements in connection with the following authorized Town activities, or take any other action in relation thereto.

#### A) Airport Revolving Fund

All monies received by the Airport Commission from the operation of the Chatham Municipal Airport shall be credited to this fund. The Airport Commission shall be authorized to expend from this fund, without further appropriation, to defray the expenses of the Chatham Municipal Airport operated by the Commission. No more than \$85,000 shall be expended from this fund during fiscal year 2014.

#### B) Bassett House Revolving Fund

All monies received by the Town from the operation of the lease of the Bassett House shall be credited to this fund. The Town Manager shall be authorized to expend from this fund, without further appropriation, to defray the maintenance expenses of the House operated by the Chamber of Commerce. No more than \$8,000 shall be expended from this fund during fiscal year 2014.

#### C) Inspectional Services Revolving Fund

10% of all monies received by the Town from the issuance of all inspection permits shall be credited to this fund. The Community Development Department, with the approval of the Town Manager, shall be authorized to expend from this

fund, without further appropriation to defray the expenses associated with the approval of inspectional permits. No more than \$70,000 shall be expended from this fund during fiscal year 2014.

#### D) Recycling Revolving Fund

All monies received by the Department of Health and Environment from the sale of recycling bins, compost bins, rain barrels, kitchen scrap buckets, water saving devices, recycling bags/totes, and other items particular to recycling conservation, shall be credited to this fund. The Department of Health and Environment, with the approval of the Town Manager, shall be authorized to expend from this fund, without further appropriation, to defray the expense of purchasing additional recycling containers and items particular to recycling and conservation, including advertising the availability of such items. No more than \$5,000 shall be expended from this fund during fiscal year 2014.

(Board of Selectmen)

**Motion: Timothy Roper, Selectman, moved that the Town authorize and approve the Airport Revolving Fund, Bassett House Revolving Fund, Inspectional Services Revolving Fund and the Recycling Revolving**

### Article 4 – Airport Revolving Fund

	<u>Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Balance</u>
FY12	\$23,186.16	\$28,954.12	\$23,056.98	\$29,083.30
FY13	\$29,083.30	\$14,846.10	\$12,592.12	\$31,337.28

(Thru 12/31/2012)

#### Bassett House Revolving Fund

	<u>Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Balance</u>
FY12	\$19,748.64	\$2,750	\$ -	\$22,498.64
FY13	\$22,498.64	\$1,750	\$ -	\$24,248.64

(Thru 12/31/2012)

#### Inspectional Services Revolving Fund

	<u>Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Balance</u>
FY12	\$74,946.02	\$42,490.94	\$36,061.65	\$81,375.31
FY13	\$81,375.31	\$21,822.13	\$25,428.80	\$77,768.64

(Thru 12/31/2012)

#### Recycling Revolving Fund

	<u>Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Balance</u>
FY12	\$ 249.99	\$1,530.92	\$ 270.06	\$1,510.85
FY13	\$1,510.85	\$1,177.47	\$1,155.79	\$1,532.53

(Thru 12/31/2012)



**Fund for the purposes and in the amounts listed in Article 4 of the Warrant.**

**Explanation as printed in the Warrant:**

*The purpose of these revolving funds is to segregate the revenues generated by each of these operations and to restrict the use of those revenues to the purpose for which they are collected. As required by State statute, the chart (on previous page) is an accounting of these funds for the last eighteen months.*

**Board of Selectmen Recommendation:**

**Approve 5-0-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

**Article 5 – Wood Waste Reclamation Facility Enterprise Fund**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum of money to operate the Wood Waste Reclamation Facility Enterprise Fund, or take any other action in relation thereto.

Lease Revenue	\$25,000
Operating Expenses	\$25,000
(Board of Selectmen)	

**Motion: Leonard Sussman, Selectman, moved that the Town vote to appropriate \$25,000 to operate the Wood Waste Reclamation Facility Enterprise Fund and to meet said appropriation the Town raise \$25,000 through lease revenue.**

**Explanation:** Town Meeting voted to adopt Chapter 44 Section 53F ½ of the Massachusetts General Laws establishing an Enterprise Fund. An enterprise fund establishes a separate accounting and financial reporting system to support a specific business activity, in this case the Wood Waste Reclamation Facility.

One of the requirements of an enterprise fund is that a budget has to be adopted at Town Meeting every year. The Wood Waste Facility is leased out with annual revenue at approximately \$25,000 per year. The revenue will be used to support groundwater monitoring and other costs associated with the operation of the facility.

**Board of Selectmen Recommendation:**

**Approve 5-0-0**

**Finance Committee Recommendation:**

**Approve 7-1-0**

**VOTE: Voice. So voted unanimously.**

**Article 6 – Town Operating Budget**

To see if the Town will vote to raise and appropriate and/or transfer from available

**Article 6 – Town Operating Budget Overview**

Description	FY12 Actual	FY13 Voted	FY14 Dept. Req	Proposed Budget FY14
<b>Operating Budgets (Expenses)</b>				
General Government	\$1,793,396	\$1,929,316	\$1,926,680	\$1,926,680
Public Safety	\$5,301,331	\$5,446,243	\$5,900,578	\$5,754,115
Community Development	\$651,443	\$695,823	\$740,150	\$715,365
Health & Environment	\$766,756	\$822,939	\$835,157	\$835,157
Public Works & Facilities	\$3,836,284	\$4,068,848	\$4,351,927	\$4,349,927
Community & Social Services	\$906,462	\$962,262	\$986,448	\$976,340
Employee Benefits	\$3,804,171	\$4,100,000	\$3,982,350	\$3,952,910
Undistributed Ins. & FinCom Reserve Fund	\$300,703	\$451,135	\$501,135	\$501,135
Debt Service	\$5,852,861	\$7,733,729	\$7,905,583	\$7,905,583
<b>Operating Budget Total</b>	<b>\$23,213,407</b>	<b>\$26,210,295</b>	<b>\$27,130,009</b>	<b>\$26,917,212</b>

funds, such sums of money as it determines necessary for Town expenses and charges, including without limitation of the foregoing, debt and interest, wages, salaries and expenses for operation of the Town's departments and offices, all for the fiscal year beginning July 1, 2013 and ending June 30, 2014 inclusive, or take any other action in relation thereto. (Board of Selectmen)

**Motion: David Whitcomb, Selectman, moved that the Town vote to appropriate the sum of \$26,917,212 to fund the Operating Budget for the Town for the fiscal year beginning July 1, 2013 for the purposes and amounts designated in the column titled "Proposed Budget FY14" of Article 6 of the Warrant and to meet said appropriation, the Town raise \$25,756,218 through taxation; and transfer \$220,000 from the Waterways Improvement Fund, \$926,994 from the Land Bank Fund, \$10,000 from the Wetlands Protection Fund, \$1,000 from Cemetery Perpetual Care Fund and \$3,000 from the Railroad Museum Fund.**

**Explanation as printed in the Warrant:** A full explanation of this funding request and its fiscal context is provided in Appendix B: Town Manager's Budget Summary. The Schools' Operating Budgets are not included in this Article and are presented in Article 7.

The approval of Articles 6, 7, 9, and 10 provide for an approximate total impact of 0.80% increase (less than 1%) to the FY2013 tax rate.

Please visit a new section on the Town's website, Budget Central, for the Town Manager's FY 2014 Budget message [www.chatham.ma.gov/Public\\_Documents/ChathamMA\\_Budget/index](http://www.chatham.ma.gov/Public_Documents/ChathamMA_Budget/index). Town and

*Schools budget details and financial documents past and present can also be found there.*

**Board of Selectmen Recommendation:**

**Approve 4-1-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

**Article 7 – Regional School Operating Budgets**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, such sums of money as it determines necessary for Chatham's share of the Educational and School expenses and charges, including without limitation of the foregoing, debt and interest, wages, salaries and expenses for operation of the Monomoy Regional School District and Cape Cod Regional Technical High School for the fiscal year beginning July 1, 2013 and ending June 30, 2014 inclusive, or take any other action in relation thereto. (Board of Selectmen)

**Motion: Nancy Scott, Vice-Chairman, Monomoy Regional School Committee, moved that the Town vote to appropriate the sum of \$8,000,516 to fund the Operating Budgets for the Schools for the fiscal year beginning July 1, 2013 for the purposes and amounts designated in the column titled "Proposed Budget FY 14" of Article 7 of the Warrant and to meet said appropriation, the Town raise \$8,000,516 through the tax rate.**

**Explanation as printed in the Warrant:**

*This article requests funding for Chatham's obligation to the Monomoy Regional School*

**Article 7 – FY 2014 School Operating Budget Overview**

EDUCATION				PROPOSED BUDGET FY14
DESCRIPTION	FY12 VOTED	FY12 ACTUAL	FY13 VOTED	
<b>Operating Budgets (Expenses)</b>				
Monomoy Regional School District	\$9,974,126	\$9,974,126	\$8,119,685	\$7,615,764
Cape Cod Regional Technical H.S.	\$287,652	\$287,652	\$314,638	\$384,752
<b>Operating Budget Total</b>	<b>\$10,261,778</b>	<b>\$10,261,778</b>	<b>\$8,434,323</b>	<b>\$8,000,516</b>

District and the Cape Cod Regional Technical High School as separate "assessments" within the Town's budget. Compared to FY2013 the FY2014 budget reflects an increase of \$70,114 for Cape Tech as voted by the CCRHS School Committee on February 28, 2013, and a reduction of \$503,921 to fund Chatham's portion of the Monomoy Regional School District as voted by the Monomoy Regional School Committee on March 13, 2013.

**Board of Selectmen Recommendation:**  
Approve 5-0-0

**Finance Committee Recommendation:**  
Approve 5-3-0

**VOTE:** Voice. So voted by a virtually unanimous majority, declared the Moderator.

### Article 8 – Water Department Operating Budget

To see if the Town will vote to raise and appropriate and/or transfer from available funds, such sums of money as it determines necessary for expenses and charges, including without limitation of the foregoing, debt and interest, wages, salaries and expenses for operation of the Town Water Department for the fiscal year beginning July 1, 2013 and ending June 30, 2014 inclusive, or take any other action in relation thereto.

(Board of Selectmen)

**Motion:** Florence Seldin, Chairman, Board of Selectmen, moved that the Town vote to appropriate \$2,360,824 for direct costs, and further that an additional

### Article 9 – Capital Budget Overview

Description	FY 13 Actual	FY 14 Request	FY 14 Proposed
<b>CAPITAL PROGRAM &amp; BUDGET SUMMARY</b>			
General Government	\$139,300	\$157,500	\$107,500
Public Safety	\$135,000	\$356,470	\$ 94,185
Community Development	\$12,500	\$12,500	\$12,500
Health & Environment	\$134,000	\$1,811,000	\$374,000
Public Works (without Water)	\$405,500	\$1,269,360	\$769,360
Equipment	\$490,500	\$767,000	\$538,000
Schools	0	0	0
<b>Total Town Funded Capital Budget</b>	<b>\$1,316,800</b>	<b>\$4,373,830</b>	<b>\$1,895,545</b>

\$269,533 be transferred to the General Fund to be applied to overhead and indirect costs associated with the Water Department Operating Budget of the Town for the fiscal year beginning July 1, 2013, for the purposes and in the amounts designated in the column titles "Proposed Water Budget FY 14 of Article 8 of the Warrant and to meet said appropriation, the Town raise \$2,230,357, through water receipts and raise \$400,000 through the tax rate.

#### *Explanation as printed in the Warrant:*

*The FY 2014 Water Department budget is directed towards continuing to improve the quality of water provided, customer relations, and providing a high level of reliability to the water supplies and distribution system to ensure the Town has safe drinking water and the required flows for fire fighting.*

**Board of Selectmen Recommendation:**  
Approve 5-0-0

**Finance Committee Recommendation:**  
Approve 8-0-0

**VOTE:** Voice. So voted unanimously.

### Article 9 – Five Year Capital Authorization

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum or sums of money, to be expended for capital projects, equipment and expenses, or take any other action in relation thereto. (Board of Selectmen)

**Motion:** Tim Roper, Selectman, moved that the Town vote to appropriate \$1,895,545 for the purpose of funding the FY14 Capital Budget in the column titled "FY14 Proposed" of Article 9 of the Warrant and to meet said appropriation, the Town raise \$996,551 through taxation; and transfer \$750,000 from Free Cash, \$5,000 from cemetery lot sales, \$40,000 from Waterways Improvement Fund, \$30,000 from the PEG Cable Access Fund, \$3,000 from ATM03 Article 7, \$15,693.31 from ATM04 Article 6, \$10,000 from ATM05 Article 6, \$14,488.44 from ATM07 Article 8, \$12,745.34 from ATM08 Article 9 and \$18,067.28 from ATM10 Article 10.

#### *Explanation as printed in the Warrant:*

*Items in the Capital Improvement budget shall fall into the categories of maintenance projects (not ongoing maintenance), equipment and new projects and within the range of \$5,000-\$250,000. The Town of Chatham historically funds this budget solely through free cash and available funds; yet departed from this practice in FY2013 in an effort to build up reserves. For FY2014 we recommend a capital spending plan that uses a combination of available funds, free cash, and the tax rate to provide adequate funding for capital items. Detail in Appendix G.*

**Board of Selectmen Recommendation:**  
Approve 4-1-0

**Finance Committee Recommendation:**  
Approve 8-0-0

### Article 8 – Budget Overview

WATER FUND				Proposed Water Budget
Description	FY12 Actual	FY13 Voted	FY14 Dept. Req	FY 14
<b>Water Costs</b>				
Operating				
Salaries	\$136,204	\$225,095	\$177,805	\$177,805
Expenses	\$1,075,028	\$1,179,000	\$1,178,600	\$1,178,600
<b>Sub-total Operating</b>	<b>\$1,211,232</b>	<b>\$1,404,095</b>	<b>\$1,356,405</b>	<b>\$1,356,405</b>
<b>Debt</b>				
Principal	\$765,296	\$751,443	\$689,039	\$689,039
Interest – Long-term	\$219,253	\$242,353	\$215,380	\$215,380
Interest – Short-term	\$40,278	\$12,566	\$100,000	\$100,000
<b>Subtotal Debt</b>	<b>\$1,024,827</b>	<b>\$1,006,362</b>	<b>\$1,004,419</b>	<b>\$1,004,419</b>
<b>Total Water Direct Costs</b>	<b>\$2,236,059</b>	<b>\$2,410,457</b>	<b>\$2,360,824</b>	<b>\$2,360,824</b>
<b>Overhead</b>				
Overhead – Indirect Costs	\$215,316	\$222,339	\$227,900	\$227,900
Overhead – Rate payback for Bett	\$126,379	\$116,950	\$41,633	\$41,633
<b>Subtotal Overhead</b>	<b>\$341,695</b>	<b>\$339,289</b>	<b>\$269,533</b>	<b>\$269,533</b>
<b>Water Operating Budget</b>	<b>\$2,577,754</b>	<b>\$2,749,746</b>	<b>\$2,630,357</b>	<b>\$2,630,357</b>



**VOTE: Voice. So voted unanimously.**

## **Article 10 – Wastewater – Capital Project**

### **Rescind Borrowing Authorization Remaining Under Article 14 of the ATM 2009; Re-authorize Funding for Continuation of Phase 1B and 1C**

To see if the Town will vote to appropriate a sum of money for paying costs of the design, renovation, and construction of various projects involving wastewater collection facilities and systems, including facilities for surface water nutrient management, including all costs incidental and related thereto; to determine whether this appropriation shall be raised by taxation, borrowing or otherwise; or to take any other action relative thereto provided, however, that the borrowing authorized hereunder is contingent upon passage of a so called debt exclusion referendum vote pursuant to G.L. c.59, §21C (Proposition 2 ½); and to rescind the remainder of borrowing authorization under Article 14 of ATM 2009; or to take any other action in relation thereto. (Board of Selectmen)

**Motion: Leonard Sussman, Selectman, moved that the sum of \$15,000,000 is hereby appropriated for the purpose of paying costs of design, renovation, and construction of various projects involving wastewater collection facilities, including facilities for surface water nutrient management, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44 Section 7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; provided however, that borrowing authorized hereunder is contingent upon passage of a so called debt exclusion referendum vote pursuant to Chapter 59, Section 21C of the General Laws (Proposition 2 ½), and further, that the Board of Selectmen is authorized to apply for and accept any grants or contributions that may be available toward the cost of said project from the Federal Government, the Commonwealth of Massachusetts or otherwise; and in addition I move that the Town vote to rescind the following borrowing authorization: \$18,312,400 under Article 14 for Wastewater Capital approved at ATM 5/11/2009.**

*Explanation as printed in the Warrant: The Town of Chatham, under ATM2009 Article 14, appropriated \$59,508,000 for implementing the first phase of the Comprehensive*

*Wastewater Management Plan (CWMP). The first phase (Phase 1A) costs included (i) designing, remodeling, constructing, reconstructing, expanding and equipping the Wastewater Treatment Facility and (ii) designing and constructing various projects involving wastewater collection facilities, including facilities for surface nutrient management. To meet this appropriation the voters approved borrowing for the full amount. The Town of Chatham was fortunate to receive a grant from the USDA for \$18,501,000 – money that the Town did not need to borrow under this appropriation. The Town cannot expend more than the original authorization even though we have not borrowed the full amount. This article asks to rescind the portion of the original borrowing authorization under Article 14, that was not borrowed, and legally cannot be borrowed, and approve new borrowing authorization in order to continue with the sewer project.*

*The original projection for funding requests was to be every two years. Due to a combination of favorable construction costs, low interest rates and USDA grants, the Town has not needed to request additional funds until this year. Reasons to support this request at this time are much the same as in 2009; low interest rates, a zero percent loan program available from the Clean Water State Revolving Fund (CWSRF) (program available until 2019; the zero percent rate is for the life of the loan); and continued favorable construction climate.*

*Work to be funded under the new appropriation requested in this article includes Phase*

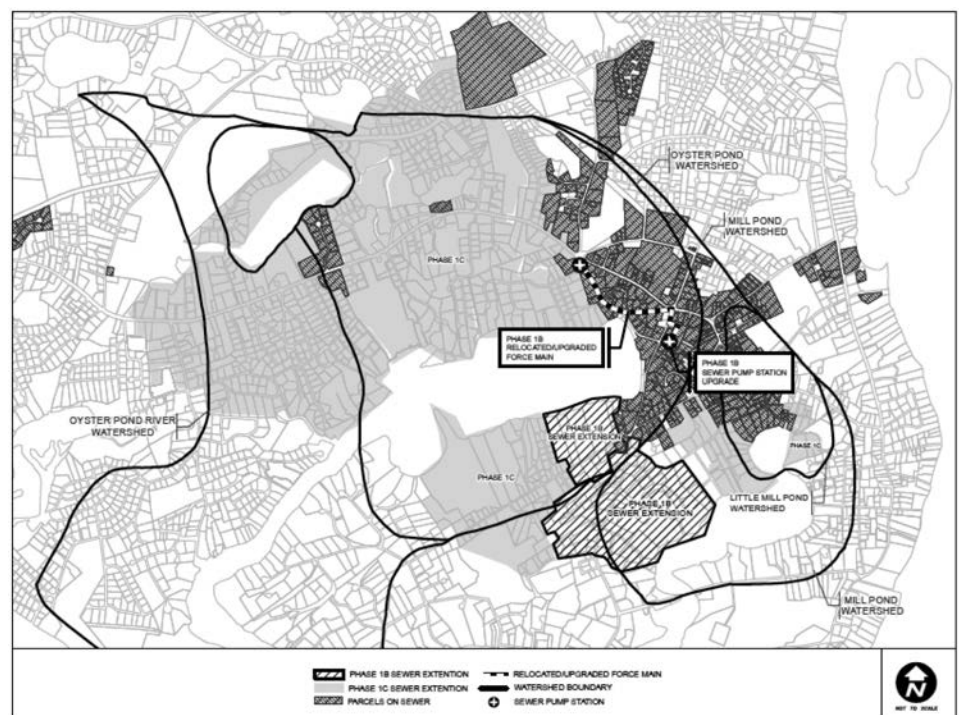
*1B and the first year of Phase 1C.*

*Phase 1B was approved for calendar year 12 funding under the CWSRF and final design plans were completed and submitted to MADEP for approval last December. Phase 1B includes rehabilitation of the Stage Harbor pump station (PS) and sewer extensions along portions of Stage Harbor Road and Cedar St (and several side streets) estimated at \$5M. The Stage Harbor PS was built in 1970 and is in need of significant upgrades to continue its useful life. In addition, as flows increase due to further sewer extensions, the pump station capacity must be increased. The majority of the renovations will be internal to the station with the exception of a new exterior generator.*

*The Phase 1B sewer extensions will include portions of sewersheds CTE-4 (Cedar St. between Stage Harbor Rd. and Capri Lane) and CTE-5 (Stage Harbor Rd. between Cedar/Cross St. and Cedar Swamp Lane, and Harding Lane. These sewer extensions are within some of the more environmentally important watersheds (Oyster Pond and Stage Harbor, respectively), do not involve construction of pump stations (they connect to the existing collection system hence the “CTE” designator) and are relatively short segments. Construction of the pump station rehabilitation is expected to begin prior to June 30th while the sewer extension work would take place this fall.*

*Phase 1C is a three (3) year plan of sewer extensions with an estimated cost of \$27M based on 2014 costs with funding to be phased in along with the construction. As*

## **Article 10 – Proposed Sewer connections – Phases 1B and 1C**



currently proposed the 2013 ATM is being asked to fund \$10M. Design documents for the first part of the project have to be completed by October 2013 with construction anticipated to begin in spring of 2014. The first year of Phase 1C has received funding from the CWSRF program.

Phase 1C again targets the Oyster Pond watershed as well as areas in the Little Mill Pond watershed, another highly impacted waterbody. The choice of these areas is based on a number of factors: the environmental sensitivity of the receiving waterbody, the proximity of existing infrastructure, other planned or proposed town projects (roads, water, sidewalks, etc.), consistency with the CWMP and its various approvals, and cost. As part of its approval of the CWMP as a Development of Regional Impact (DRI) the Cape Cod Commission suggested that the town target implementation to allow completion of one watershed. Completing implementation in a watershed, rather than isolated areas in multiple watersheds, would allow monitoring to follow the restoration of the target waterbody; Phase 1C is consistent with this recommendation.

Both of these initial Phase 1C watersheds are in the upper portions of the Stage Harbor Complex and when successfully remediated will have impacts throughout the entire complex, consistent with the concept of Adaptive Management, i.e. address priority areas first.

**Board of Selectmen Recommendation:**

**Approve 4-1-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**MOTION TO AMEND: Voter Fran Meaney** moved that the motion as printed on page 20 in the Warrant for the Annual Town Meeting of May 13, 2013 be amended by striking the phrase "\$15,000,000 million" and substituting the number "5,000,000" and inserting after the words "paying costs of" the words "the project Phase 1B referred to and identified in said Warrant on pages 20 to 22 for" and striking the words "of various projects".

**VOTE ON MOTION TO AMEND: Voice.** In my opinion the no's have it; the amendment is defeated, declared the Moderator.

**VOTE ON MAIN MOTION: Voice.** I am confident that that is a 2/3rds majority, declared the Moderator. After a request for a hand count:

**YES: 399**

**NO: 91**

That is more than the requisite 2/3rds majority; Article 10 is adopted, declared the Moderator.

**Article 11 – Iron Removal Treatment Facility – Owner's Project Manager**

To see if the Town will vote to appropriate a sum of \$100,000 for the purpose of paying costs related to the hiring of the Owner's Project Manager for the Iron Removal Water Treatment Facilities, and for all costs incidental and related thereto, and to determine whether this appropriation shall be raised by taxation, borrowing or otherwise; or take any other action relative thereto.

(Board of Selectmen)

**Motion: David Whitcomb, Selectman,** moved that the Town appropriate the sum of \$100,000 to fund the Owner's Project Manager for the Iron Removal Water Treatment Facility, and for all costs incidental and related thereto, and to transfer from available funds of the Water Department the sum of \$100,000.

**Explanation as printed in the Warrant:** For several years, the levels of Iron and Manganese have been steadily increasing in multiple Town of Chatham wells. Over time, the concentration of iron increases in the water pumped from the aquifer by the wells, and this turns the water red or brown in color. In recent years, the volume of citizen complaints about the water quality related to Iron and Manganese has also increased. Iron and Manganese are considered secondary contaminants by the Environmental Protection Agency (EPA). The EPA and MassDEP have set standards for manganese at 0.05 mg/l and for iron at 0.3 mg/l. Both Tirrells and Ebens Way wells routinely exceeded these standards. Additionally, MassDEP has indicated that it is not advisable for young children to consume water with high levels of manganese. The solution is to remove the iron and manganese from the water by changing the form of the iron and manganese from what is found naturally in the water (dissolved) to a form that can be filtered (particulate).

The 2012 Annual Town Meeting approved \$700,000 for design services for an Iron and Manganese treatment facility. We are beginning the process of selecting a designer for a facility to treat the water from the Tirrells and Ebens Way wells with the potential to treat other wells in the future. The construction cost of the facility is estimated to be in excess of \$1.5 million, and therefore an Owner's Project Manager (OPM) is required by State Law. The type of treatment and location of the facility are two elements of the project which have not yet been determined, and will be refined during the design process. The OPM will serve until the project is completed and function as the Town's technical expert representing Chatham's best interests in the

building design process through final development. This article is able to be funded through available funds of the Water Department.

**Board of Selectmen Recommendation:**

**Approve 5-0-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**VOTE: Voice.** So voted by a substantial majority, declared the Moderator.

**Article 12 – Water Department Capital Budget – Emergency Generator**

To see if the Town will vote to appropriate a sum of \$150,000 for emergency generators to service the Training Field wells, including their appurtenances, and for all costs incidental and related thereto, and to determine whether this appropriation shall be raised by taxation, borrowing or otherwise; or take any other action relative thereto.

(Board of Selectmen)

**MOTION: Florence Seldin, Chairman,** Board of Selectmen, moved that the Town appropriate \$150,000 for emergency generators to service the Training Field wells, including their appurtenances, and for all costs incidental and related thereto; and to transfer \$150,000 from available funds of the Water Department.

**Explanation as printed in the Warrant:** Recently there have been several notable events where a large portion of the Town of Chatham has lost electricity from an extended period of time. While most of these events occur in the winter, we experienced a significant summer power outage as recently as July 2012. Some of these power outages have affected the Town wells. With an electrical outage for as little as 9 hours during peak summer months, we would begin to have insufficient volumes of water to fight fires and provide water to many of the residents. This article would allow the Training Field wells (wells #5 and #8) to have an emergency generator. These wells are the closest to the Town standpipes (water towers) and would be able to most easily maintain standpipe water levels and system pressure during a power outage. This article is able to be funded through available funds of the Water Department.

**Board of Selectmen Recommendation:**

**Approve 5-0-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**VOTE: Voice.** So voted unanimously.



## Article 13 – Water Department Capital Budget – Asset Management

To see if the Town will vote to appropriate a sum of \$60,000 for the implementation of an asset management system for the Town water system, and for all costs incidental and related thereto, and to determine whether this appropriation shall be raised by taxation, borrowing or otherwise; or take any other action relative thereto. (Board of Selectmen)

**MOTION: Timothy Roper, Selectman, moved that the Town appropriate \$60,000 for the implementation of an asset management system for the Town water system, and for all costs incidental and related thereto; and to transfer \$60,000 from available funds of the Water Department.**

### *Explanation as printed in the Warrant:*

*The Town currently maintains an outdated work order management system. The current system is not capable of being used to manage the significant operations and capital planning for the Town's water system. A new water asset management system will allow for a comprehensive approach to water supply management. Chatham has invested tens of millions of dollars, since the mid 1980's, on the water system. It is important that we have a complete system to manage this complex water infrastructure. An asset management system will allow us to efficiently manage maintenance through a modern work order system. In addition, we will be able to make more informed decisions related to infrastructure replacement and life cycle costs. An asset management system requires some up-front costs to capture all the relevant data, but once the information is entered into the database it will allow for easy access to system information.*

*An asset management system will allow the Water Department to upgrade the manual tie card and plan system to one that will have easy electronic access. We will also be able to link video data and GIS data within the system. This tool will give field crews and office staff a powerful resource as well as freeing up physical storage space. It will allow for scheduling of preventive maintenance and tracking of preventive and corrective maintenance. The asset management system will work on the same platform as the wastewater asset management system. This integrated system will allow for efficient management of the water system, both operationally and for planning future capital projects. This article is able to be funded through available funds of the Water Department.*

**Board of Selectmen Recommendation:**  
**Approve 4-1-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

## Article 14 – Town of Chatham Rules and Regulations of the Sewer Department

To see if the Town will vote to amend the "Town of Chatham Rules and Regulations of the Sewer Department" adopted under Article 57 of the March 15, 1972 Annual Town Meeting and revised under Article 33 of the May 11, 2004, Annual Town Meeting, Article 21 of the May 9, 2005, Annual Town Meeting, Article 35 of the May 12, 2008, Annual Town Meeting and Article 9 of the August 27, 2012 Special Town Meeting.

(A line through words indicates deletion "word". Words in ***bold italics*** indicate additions.)

Note – only those Articles/Sections of the Regulations being revised are shown.

## ARTICLE II REGULATION OF SEWER FLOW

### Section 1. Existing Structures.

Any structure in existence on May 10, 2005, regardless of its flow, may maintain that flow. **Except as otherwise permitted herein, no** person shall modify an existing structure or change its use so as to increase its sewage flow. Design criteria contained in 310 CMR 15.203, and any Board of Health Regulation modifying such, shall be used to determine whether a proposed modification or change in use shall constitute an increase in sewage flow. Expansions or modifications of existing structures, which may result in increased flow, shall not be allowed unless the increase is in compliance with the Board of Health's Regulations in effect on May 10, 2005; **; or as may be consistent with the terms of any Sewer Flow Policy, as may be adopted by the Board of Water and Sewer Commissioners;** or a variance pursuant to Section 5 below is first obtained; ~~except as currently allowed under Part #1 of the Town of Chatham "Sewer Bank" Allocation & Permit Policy for properties connected to the sewer as of May-10, 2005.~~

(Remainder of Article II remains as previously adopted.)

## ARTICLE V CONSTRUCTION TECHNICAL SPECIFICATIONS

### Section 13. Manholes and Cleanouts:

#### Manhole and Cleanout Size:

**Cleanouts.** Cleanouts shall be constructed of the same material as the building sewer. The size of the cleanout shall be the same size as the building sewer up to six (6") inches in diameter, for building sewers larger than six (6") inches in diameter manholes shall be used. Cleanouts shall be sealed with removable, re-useable threaded screw-in plug or screw-on cap.

**Manholes.** Manholes shall be minimum of four (4') feet in diameter ***with a minimum access diameter of 30 inches (76 cm)***. Larger diameter manholes may be required by the Director. A minimum drop of 0.10 foot shall be used between entrance and exit inverts.

#### Manhole and Cleanout Covers:

The elevation of the top section shall be such that the cover frame top elevation is one (1) foot above the 100-year flood elevation (in a field), 0.5 foot above a lawn elevation, or at finished road or sidewalk grade.

When located in a traveled area (road or sidewalk), the manhole frame and cover shall be heavy duty cast iron. When located in a lawn or in a field, the manhole frame and cover may be light duty cast iron. The cover shall be 36 inches, minimum, in diameter ***provide a minimum access diameter of 30 inches (76 cm)***. ~~The minimum combined weight of the heavy duty frame and 36 inch cover shall be 735 +/-5% lbs. The minimum combined weight of the light duty frame and 36 inch cover shall be 420 +/-5% lbs.~~ The mating surfaces shall be machined, and painted with tar pitch varnish. The cover shall not rock in the frame. Infiltration between the cover and frame shall be prevented by proper design and construction. Covers shall have "Sewer" cast into them. Covers shall be designed so that infiltration is prevented.

Manhole frames, installed at grade, shall be set in a full bed of mortar with no less than two nor more than four courses of brick underneath to allow for later elevation adjustment. In lieu of brick, grade rings may be used for elevation adjustment. Grade rings shall not exceed 6 inches in depth. The total number of grade rings shall not exceed 12 inches in height, however, in no event shall more than 3 grade rings be used.

Manholes which extend above grade, shall have the frames cast into the manhole top plate. The top plate shall be securely anchored to the manhole barrel, by a minimum of six, ½ inch diameter, corrosion resistant

anchor bolts, to prevent overturning when the cover is removed. The anchor bolts shall be electrically isolated from the manhole frame and cover.

(Remainder of Section 13. remains as previously adopted)

Or take any other action in relation thereof.

(Board of Selectmen as Water/  
Sewer Commissioners)

### **No Motion**

**Explanation as printed in the Warrant:** This article is intended to update and correct sections of the existing Town of Chatham Rules and Regulations of the Sewer Department.

### **Article II**

Article II of the Town of Chatham Rules and Regulations of the Sewer Department was adopted by the May 2005 Annual Town Meeting to provide parity between properties that would be connecting to an expanded sewer system and properties remaining on septic systems until sewer is installed in their neighborhood. The basic tenet of Article II is that wastewater flow generated on a property connecting to sewers is limited to that allowed under septic system regulations, both state Title 5 regulations and Board of Health regulations.

When Article II was adopted in 2005 the Town was flow limited under the MassDEP Administrative Consent Order (ACO) and was allocating sewer flow under a "sewer bank". In February 2013 MassDEP lifted the ACO and "sewer bank" upon determination that the town had complied with all requirements of the ACO. With the lifting of the ACO the last sentence of Article II, Section I, which makes reference to the "Sewer Bank Allocation & Permit Policy" became unnecessary and is, therefore, being deleted.

However, there are sections of the "Sewer Bank Allocation & Permit Policy" which remain relevant as the town moves forward with sewer extensions. These sections include an ability to grant projects that support economic development opportunities in the community greater flows than might otherwise be allowed, a provision for projects that need less flow than they currently have to return excess flow to the town, and continuation of a moratorium on sewage flow transfers between properties. As a mechanism to retain these relevant sections new wording: **" ; or as may be consistent with the terms of any Sewer Flow Policy, as may be adopted by the Board of Water and Sewer Commissioners ;"** is proposed to allow the Board of Water & Sewer Commissioners the opportunity to adopt a new policy regarding sewer flow that

retains these sections. It is expected this new policy would include language regarding the one bedroom addition allowed, under certain conditions, for residential properties.

The proposed addition of **"Except as otherwise permitted herein,"** at the beginning of the second sentence of Article II, Section I is to resolve a direct conflict with the fourth sentence. The first sentence as currently worded is an outright prohibition of modifications or changes in use of existing structures that result in an increase in sewage flow. However, the fourth sentence allows expansions or modifications of existing structures which increase sewage flow provided the increase is in compliance with Board of Health Regulations, a Policy allowing such increase, or a variance (Section 5) is obtained. The new language proposed for the first sentence will clarify what is allowed.

### **Article V.**

The language changes proposed in Article V are intended to resolve a discrepancy in the Regulations. Throughout the Regulations, the opening diameter of manholes is listed as "a minimum access diameter of 30 inches (76 cm)". However, in Section 13 a 36 inch minimum diameter manhole cover is specifically called out. Manhole covers of 36 inch diameter are a specialty item with longer lead times and higher cost. Most existing manholes are not 36 inch diameter and the recently completed sewer extensions do not use them. The town has standardized on 32 inch diameter manholes covers which provide the "minimum access diameter of 30 inches (76 cm)" called for in the Regulations.

The proposed change to Section 13 deletes the reference to 36 inch diameter manhole covers and replaces it with the standard language referencing 30 inch clear access. The reference to weight of manholes covers is also deleted as being no longer necessary due to standardization in the foundry industry.

### **Board of Selectmen Recommendation:**

**Approve 4-0-0**

### **Finance Committee Recommendation:**

**Approve 3-5-0 (Unfavorable)**

### **Article 15 – Collective Bargaining Agreements**

To see if the Town will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to fund salary increases and other cost-items resulting from contract settlements with union personnel, or take any other action in relation thereto.

(Board of Selectmen)

**Motion: David Whitcomb, Selectman, moved that the sum of \$36,435 be raised**

**and appropriated to fund salary increases and other cost-items resulting from a contract settlement by and between the Town of Chatham and the Chatham Municipal Employees Association (CMEA), and to authorize the Town Accountant to allocate such sum to the appropriate operating budgets, and to meet this appropriation the Town raise \$36,435 through taxation.**

**Explanation as printed in the Warrant:** This is a placeholder article as negotiations are in progress. The Chatham Municipal Employees Association (CMEA) was certified by the State as a collective bargaining association on March 29, 2010 covering Department/ Division Heads, Administrative, Clerical, Labor, as well as non-seasonal part-time positions. Negotiations for a first collective bargaining agreement (CBA) have been underway since 2010. Funding for this article is not included in the FY2014 proposed budget under Article 6.

This article provides for a cost-of-living adjustment going forward (FY2014), as well as funding contractual items such as safety equipment and call-back hours. COLA increases covered under this Agreement are 0% in FY2013, .05% in FY2014 and 1% in FY2015.

### **Board of Selectmen Recommendation:**

**Approve 5-0-0**

### **Finance Committee Recommendation:**

**Approve 6-1-0**

**VOTE: Voice. So voted by a substantial majority, declared the Moderator.**

### **Article 16 – CMEA Settlement of Prohibited Practice Charges from 2010**

To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as are necessary to fund the 2013 settlement agreement between the Town and the Chatham Municipal Employees Association (CMEA) relating to Prohibited Practice Charges filed with the MA Department of Labor Relations for actions occurring in 2010, or take any other action in relation thereto. (Board of Selectmen)

**Motion: Florence Seldin, Chairman, Board of Selectmen, moved that the Town vote to raise and appropriate \$271,405 to fund the settlement agreement with the Chatham Municipal Employees Association (CMEA) relating to Prohibited Practice Charges filed with the MA Department of Labor Relations for actions occurring in 2010, and to authorize the Town Accountant to allocate such sum to the appropriate operating budgets, and**



**to meet this appropriation the Town raise \$271,405 through taxation.**

***Explanation as printed in the Warrant:***

*The Chatham Municipal Employees Association (CMEA) was certified by the State as a collective bargaining association on March 29, 2010. Once certified, the Town has an obligation to bargain certain aspects related to employment, one being wages. This article funds a recent Settlement Agreement relating to the development of the FY2011 budget, and January 2010 action to withhold step increases and impose lay-off for CMEA. On December 24, 2010 the CMEA filed a Prohibited Practice charge with the MA Department of Labor Relations – one of eleven charges during this time period, requesting that step increases be awarded as the Town did not satisfactorily bargain these actions with the CMEA to the extent required by State law – MGL Ch. 150E. On January 22, 2013 the Town entered into a settlement agreement with CMEA.*

*The Town has calculated the damages which include the forgone steps, interest and retroactive pay for overtime earned, and addresses the lay-offs. There is no cost-of-living adjustment in the wage scale.*

**Board of Selectmen Recommendation:**

**Approved**

**Finance Committee Recommendation:**

**Approve 6-1-0**

**VOTE: Voice. So voted by a very substantial majority, declared the Moderator.**

**Article 17 – FY2014 Community Preservation Committee Administrative Budget**

To see if the Town will vote to raise and appropriate and/or transfer from Community Preservation Fund revenues a sum of money it determines necessary for the purpose of funding administrative costs associated with the Community Preservation Act, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion: John Kaar, Community Preservation Committee, moved that the Town vote to appropriate the sum of \$15,000 from FY2014 Community Preservation Fund Revenues for the purpose of funding administrative costs associated with the Community Preservation Act.**

***Explanation as printed in the Warrant: The Community Preservation Act allows Town Meeting to appropriate up to 5% of estimated revenues for the Community Preservation Committee to carry out its statutory duties. This year \$15,000 (less than 5%) is being***

*requested for clerical expenses, appraisals, consulting and legal services.*

**Community Preservation Committee**

**Recommendation: Approve 9-0-0**

**Board of Selectmen Recommendation:**

**Approve 4-0-0**

**Finance Committee Recommendation:**

**Approve 7-0-0**

**VOTE: Voice. So voted unanimously.**

**Article 18 – FY2014 Community Preservation Fund Appropriations**

To see if the Town will vote to appropriate from the Community Preservation Fund to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2014 Budgeted Reserve for general Community Preservation Act purposes, or take any other action relative thereto.

**Motion: John Kaar, Community Preservation Committee, moved that the Town appropriate and reserve from FY2014 Community Preservation Fund estimated annual revenue amounts as follows:**

**Reserve;**

<b>Open Space</b>	<b>\$85,800</b>
<b>Historic Resources</b>	<b>\$85,800</b>
<b>Community Housing</b>	<b>\$85,800</b>
<b>Total Reserves</b>	<b>\$257,400</b>

***Explanation as printed in the Warrant: The Community Preservation Act requires that each year 10% of estimated revenue being reserved or expended for each of the following categories; Open Space, Community Housing and Historic Resources. This article fulfills that requirement. In the subsequent articles, the motions presented transfer these funds out of the reserves to fund the projects. If one or more of the articles does not receive town meeting approval, the reserve remains thus meeting the statutory requirement.***

**Community Preservation Committee**

**Recommendation: Approve 9-0-0**

**Board of Selectmen Recommendation:**

**Approve 4-0-0**

**Finance Committee Recommendation:**

**Approve 7-0-0**

**VOTE: Voice. So voted unanimously.**

**Article 19 – Community Preservation – 2175 Main Street Property**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to

acquire by purchase for conservation, open space and passive recreation a parcel of land 2175 Main Street, Chatham Massachusetts as identified by Assessors' Map 5E/4/F23, consisting of approximately 1.36 acres more or less as more fully described in a deed recorded with the Barnstable County Registry of Deeds in Book 25909 page 317 owned by the Chatham Conservation Foundation, Inc., and to authorize the Selectmen to take all necessary measure to acquire said property, including the entering into agreements and the acceptance of a deed; and to further authorize the Board of Selectmen to grant a perpetual conservation restriction as authorized under G.L. c. 44B, §12 and G.L. c. 184, §§31-33 at the time of closing, or take any other action in relation thereto.

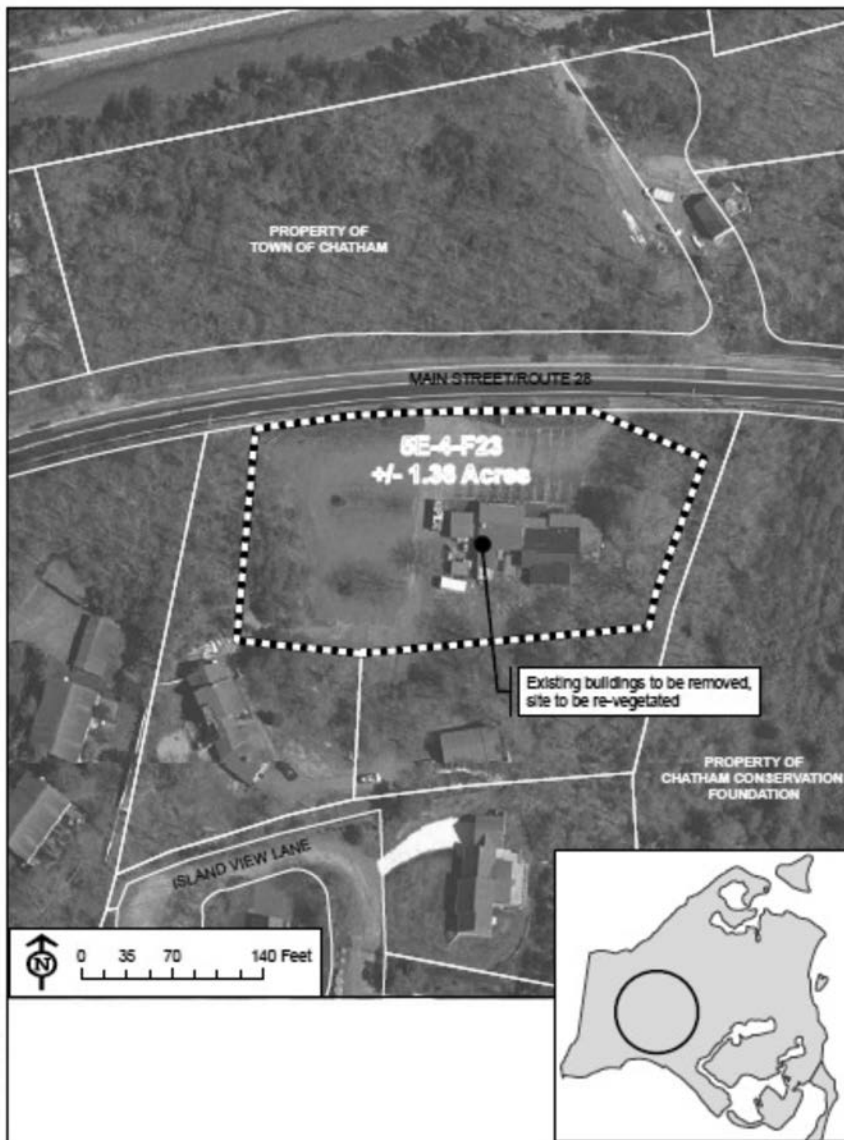
(Community Preservation Committee)

**Motion: Victor Di Cristina, Community Preservation Committee, moved that the Town vote to appropriate \$128,750 with \$85,800 from Open Space Reserve and \$42,950 from FY2014 estimated CPA revenues to acquire by purchase for conservation and open space purposes, a parcel of land consisting of 1.36 acres, more or less, located at 2175 Main Street, Chatham, Massachusetts as identified by Assessors' Map 5E/4/F23, as more fully described in a deed recorded with the Barnstable Registry of Deeds in in Book 25909, Page 317 owned by the Chatham Conservation Foundation, Inc. and to authorize the Selectmen to take all necessary measures to acquire said property, including the entering into of agreements and the acceptance of a deed, and to further authorize the Board of Selectmen to grant a perpetual conservation restriction as authorized under G.L. c. 44B, §12 and G.L. c. 184, §§ 31-33 that is to be held by the Chatham Conservation Foundation, Inc. or another qualified entity.**

***Explanation as printed in the Warrant: The Chatham Conservation Trust is the current owner of this property. Town Meeting May 2012 approved \$173,250 in CPA funds as half of the purchase price; the other half was presented as a Landbank borrowing article last May which failed. Since then the Chatham Conservation Trust has increased its contribution from \$38,500 to \$73,000, and Friends of Trees have committed an additional \$10,000 for plantings; reducing the amount of this application to \$128,750. Funding this as a CPA project allows the Town to avoid borrowing and interest costs which would have been incurred by the Land Bank.***



## Article 19 – Main Street Property



**Community Preservation Committee**

**Recommendation: Approve 8-0-1**

**Board of Selectmen Recommendation:**

**Approve 2-3-0 (Unfavorable)**

**Finance Committee Recommendation:**

**Approve 2-6-0 (Unfavorable)**

**VOTE: Voice.** In my opinion, clearly a majority, Article 19 is passed, declared the Moderator.

## Special Town Meeting May 13, 2013

To any of the Constables of the Town of Chatham in the County of Barnstable.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to NOTIFY and WARN the INHABITANTS OF THE TOWN OF CHATHAM qualified to vote in elections and Town affairs, to meet in the gymnasium of

the Chatham High School on Crowell Road in said Chatham on the 13th day of May at 6:00 o'clock in the evening, then and there to act on any business that may legally come before said meeting.

At 8:10 p.m., Selectman Florence Seldin moved that the Annual Town Meeting stand in recess and to convene the Special Town Meeting.

**VOTE: Voice.** So voted unanimously.

Moderator Litchfield read the Constable's Return of Service: "Barnstable, ss., Pursuant to the written WARRANT, I have notified and warned the inhabitants of the Town of Chatham by posting attested copies of the same in each Post Offices of said Town at least fourteen days before May 13, 2013 on April 25, 2013, John Proudfoot, Constable."

**Resolution as presented by Selectman Florence Seldin:** Resolved that the Town vote to adopt the following rules of procedure for the Special Town Meeting of May 13, 2013.

- A) The Moderator shall have the option of reading each Article in the Warrant verbatim or summarizing the subject matter therein in general terms, at his discretion.
- B) Upon an Article having been disposed of by vote, the Moderator shall entertain a motion to reconsider said Article or to accept a Resolution pertaining to said Article only during the same session during which said vote was acted upon.
- C) A motion to move the previous question shall require a two-thirds vote and may not be debated.
- D) The Moderator shall not accept a motion to move the previous question by any person discussing the Article until after an intervening speaker has discussed the Article.
- E) A non-voter may request the privilege of addressing the meeting on a motion made under any Article or Resolution offered; the request to be granted by the Moderator unless there is an objection by a voter. Upon objection, the Moderator shall poll the meeting by voice or count, at his discretion, and a majority vote in favor shall entitle said non-voter to address the meeting. However, the Moderator may grant the privilege of the floor to any non-resident Town Department Head without necessity of a vote.
- F) The Moderator shall not entertain the question of the presence of a quorum at any point at which a motion to move the previous question has already been voted.
- G) Speakers addressing the meeting shall be limited to five (5) minutes within which to present their remarks. The Moderator will not recognize anyone who has previously spoken on the Article until all persons wishing to address the meeting have had an opportunity to speak. The Moderator may exercise reasonable discretion in enforcement of this rule.

The foregoing rules are not intended to alter or change the traditional conduct of Town Meetings in Chatham except as specifically stated above.

**VOTE: Voice.** So voted unanimously.

**Motion to Amend the Rules: Voter Seth Taylor** moved to amend the five minute rule to a ten minute rule.

**VOTE ON MOTION TO AMEND THE RULES: Voice.** The Motion to amend the rules does not pass, declared the Moderator.

## Article 1 – Conveyance of Surplus Subsurface Easement Rights

To see if the Town will authorize the Board of Selectmen to convey as appurtenant the realty located at 2642 Main Street and more particularly described in the deed recorded in the Barnstable County Registry of Deeds in Book 19901, Page 141, the surplus subsurface easement rights of land located at South Chatham from the Harwich town line to Morton Road and encompassing 132,423 square feet as more particularly described on a plan as recorded with the Barnstable County Registry of Deeds, Plan Book 219, Page 81, to be conveyed by gift or otherwise for the purposes of satisfying the Massachusetts Department of Environmental Protection nitrogen aggregation requirements, provided that conveyance of such an easement may not interfere, in any way, with the surface rights of the land, which is currently used for the Old Colony Rail Trail and authorize the Selectmen to take any other necessary action related thereto.

***Petitioner's Explanation:** The purpose of this Article is to allow the Town of Chatham to grant an easement for subsurface use of the bike trail for nitrogen aggregation to the owners of the Box Office Café.* (By Petition)

**Motion:** Jade Schuyler, Petitioner, moved that the Town authorize the Board of Selectmen to convey the surplus subsurface easement rights of land located at South Chatham from the Harwich town line to Morton Road and encompassing 132,423 square feet of subsurface area, as more particularly described on a plan on file with the Town Clerk's Office and to be recorded with said easement, said easement to be limited to the purposes of satisfying the Massachusetts Department of Environmental Protection nitrogen aggregation requirements, and provided further that conveyance of such an easement shall not interfere, in any way, with the surface uses rights of the land, which is currently used for the Old Colony Rail Trail and authorize the Selectmen to execute any and all agreements or other documents in relation to such conveyance.

**Board of Selectmen Recommendation:**  
Approve 4-0-0

**Finance Committee Recommendation:**  
Approve 7-0-0

**Vote Required:** Two-Thirds (2/3rds)-MGL Ch. 40, Section 15a

**VOTE:** Voice. So voted by more than the requisite 2/3rds required, declared the Moderator.

## Article 2 – Zoning Bylaw Amendment; Definitions – Lunch Room

To see if the Town will vote to amend its Zoning Bylaw, Section I.B. Section II, (Definitions) paragraph 68 “LUNCH ROOM” by deleting the number 40 where it appears and inserting the number 49 and by inserting the word “or” between the words “dancing” and “entertainment” and by deleting the words “or sale of alcoholic beverages, except the service of beer and wine with meals” and inserting in place thereof “but permitting sale of alcoholic beverages with meals”, so that the modified paragraph would read as follows:

68. “LUNCH ROOM” means restaurant with a maximum seating capacity of forty-nine (49) people with no dancing or entertainment but permitting the sale of alcoholic beverages with meals.

***Petitioner's Explanation:** The purpose of this amendment is to conform our zoning bylaw to the current practices in the SB Zone.*

(By Petition)

**Motion:** Jade Schuyler, Petitioner, moved that the Town vote to amend its Zoning Bylaw, Section I.B. Section II, (Definitions) paragraph 68 “LUNCH ROOM” by deleting the number 40 where it appears and inserting the number 49 and by inserting the word “or” between the words “dancing” and “entertainment” and by deleting the words “or sale of alcoholic beverages, except the service of beer and wine with meals” and inserting in place thereof “but permitting sale of alcoholic beverages with meals”, so that the modified paragraph would read as follows:

68. “LUNCH ROOM” means restaurant with a maximum seating capacity of forty-nine (49) people with no dancing or entertainment but permitting the sale of alcoholic beverages with meals.

**Board of Selectmen Recommendation:**  
Approve 4-0-0

**Finance Committee Recommendation:**  
Approve 7-0-0

**Planning Board Recommendation:**  
Approve 5-1-0

**Vote Required:** Two-Thirds (2/3rds)-MGL Ch. 40A, Section 5

**VOTE:** Voice. So voted by more than the requisite 2/3rds majority, declared the Moderator.

## Article 3 – Discontinue Expenditure for West Chatham Roadway Design Project

To see if the Town will instruct the Board of Selectmen and Town Manager to discontinue the expenditure of further funding for the West Chatham Roadway Design Project beyond that which has been authorized but unissued; and to instruct the Board of Selectmen and Town Manager that any future funding for the West Chatham Roadway Design Project or any other project relative to the design of the roadway between George Ryder Road and Barn Hill Road must be specifically approved by Town Meeting in a separate Warrant Article. (By Petition)

**Motion:** Petitioner Daniel Meservey moved that the Town will instruct the Board of Selectmen and Town Manager to discontinue the expenditure of further funding for the West Chatham Roadway Design Project beyond that which has been authorized but unissued; and to instruct the Board of Selectmen and Town Manager that any future funding for the West Chatham Roadway Design Project or any other project relative to the design of the roadway between George Ryder Road and Barn Hill Road must be specifically approved by Town Meeting in a separate Warrant Article.

**Board of Selectmen Recommendation:**  
**Finance Committee Recommendation:**  
6-1-0

**Vote Required:** Majority

**VOTE:** Voice. The Moderator declared, in my opinion the ayes have it. After a request for a hand count:

**YES:** 214

**NO:** 204

Article 3 has passed, declared the Moderator. The Moderator then reminded the meeting that this article is nonbinding.

At 9:25 pm Selectman Seldin moved to adjourn the Special Town Meeting, and reconvene the Annual Town Meeting.

## Article 20 – Community Preservation – South Chatham Village Hall

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund preservation of the building known as the “South Chatham Village Hall”, 2567 Main Street, South Chatham, Massachusetts; or take any other action in relation thereto.

(Community Preservation Committee)



**Motion:** Jane Moffett, Community Preservation Committee, moved that the Town vote to appropriate \$205,000, with \$85,800 from Historic Reserves and \$119,200 from 2014 estimated CPA revenues in order to fund, exterior repairs and renovation, as well as to provide increased accessibility to the building known as the South Chatham Village Hall.

*Explanation as printed in the Warrant:* The South Chatham Village Hall is in need of immediate and significant preservation work, and a community-wide effort is underway to restore the building. The proposed project includes: repair and shingle roof, shingle and insulate the sidewalls, repair and paint trim, repair and replace windows and doors as needed; as well as upgrades necessary for ADA compliance. The estimated cost of the improvements to the building is in approximately \$250,000; with a portion to be raised through fundraising. The amount requested from Community Preservation historic funds is \$205,000.

**Community Preservation Committee Recommendation:** Approve 9-0-0  
**Board of Selectmen Recommendation:** Approve 4-1-0  
**Finance Committee Recommendation:** Approve 7-1-0

**VOTE:** Voice. So voted unanimously.

### **Article 21 – Community Preservation – Community Housing**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund the creation of four units of affordable housing at 1556 Main Street – further known as Lot 5 and currently owned by the Chatham Housing Authority in West Chatham, and to further authorize the Selectmen to accept and/or grant affordable housing restrictions on such properties as required under G.L. 44B, §12, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion:** Bob Dubis, Community Preservation Committee, moved that the Town vote to appropriate the sum of \$160,000 with \$140,800 from Community Housing Reserves and \$19,200 from FY2014 Community Preservation Fund Revenues in order to provide funds to Habitat for Humanity to construct four new affordable units in West Chatham at 1556 Main Street – Lot 5; and to further authorize the Selectmen to accept and/or grant affordable housing restrictions on such properties as required under G.L. 44B, §12.

*Explanation as printed in the Warrant:* Funds approved under this article will assist funding a minimum of four new affordable homeownership units on property in West Chatham owned by the Chatham Housing Authority. Habitat for Humanity has been selected as the builder of the homes. The preliminary plans are for two 2-bedroom units and two 3-bedroom units. The homes will be affordable in perpetuity; and will increase the amount of affordable housing units located in Chatham to 172 units. The cost of the project is \$763,921; the CPF will contribute \$160,000 and the balance from private donations, proceeds from the sale of the homes and federal grants.

**Community Preservation Committee Recommendation:** Approve 9-0-0  
**Board of Selectmen Recommendation:** Approve 5-0-0  
**Finance Committee Recommendation:** Approve 8-0-0

**VOTE:** Voice. So voted by a very substantial majority, declared the Moderator.

### **Article 22 – Community Preservation – Railroad Museum Caboose**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to provide funds to engage a historic preservation consultant to assess and develop a plan for the historic preservation of the so-called Railroad Museum Caboose, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion:** Victor DiCristina, Community Preservation Committee, moved that the Town vote to appropriate the sum of \$13,500 from FY2014 Community Preservation Fund Revenues in order to provide funds to engage a Preservation Consultant for assessment and development of a plan for the Historic Railroad Car Steel Frame Restoration.

*Explanation as printed in the Warrant:* This article seeks \$13,500 to engage a professional engineer/consultant to conduct an assessment of condition, evaluate materials, develop a project approach, and generate a detailed project cost estimate to establish a preservation program to complete the identified rehabilitation measures for the Railroad Caboose (under carriage).

**Community Preservation Committee Recommendation:** Approve 9-0-0  
**Board of Selectmen Recommendation:** Approve 3-2-0

**Finance Committee Recommendation:** Approve 8-0-0

**VOTE:** Voice. So voted unanimously.

### **Article 23 – Community Preservation – Eldredge Public Library**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as it determines necessary to provide funds to engage a Preservation Consultant for development of a plan for the restoration of the windows at the Eldredge Public Library, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion:** Robert Lear, Community Preservation Committee, moved that the Town vote to appropriate \$23,000 from FY2014 Community Preservation Fund revenues in order to fund a Preservation Consultant for the development of a plan for the restoration of the windows at Eldredge Public Library.

*Explanation as printed in the Warrant:* The Town along with the Trustees of the Eldredge Public Library have noted the deteriorating condition of the library windows. The funds requested under this article would hire a preservation consultant to conduct a review, present a preferred restoration option and the corresponding costs estimate to preserve the windows on this building which is listed on the National Register of Historic Places. All of the windows on the building need review; and will include the sashes, frames and glazing. A thorough inspection and assessment of the existing condition of the windows and window openings by an experienced preservation professional will give the Town a clear understanding of the costs for repair and/or replacement. There is the desire to have the library remain open during the project, which due to the number of windows and logistics associated with conducting such a project in an operating library, also warrants the advice of a professional. The \$23,000 requested covers assessment of the window, lead paint testing, sketch preparation, recommendation and final cost estimate of necessary repairs.

**Community Preservation Committee Recommendation:** Approve 8-0-1  
**Board of Selectmen Recommendation:** Approve 3-2-0  
**Finance Committee Recommendation:** Approve 8-0-0

**VOTE:** Voice. So voted by a very substantial majority, declared the Moderator.

## **Article 24 – Community Preservation – Marconi Center Hotel**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund Mobility Improvements and Fire Suppression System at the Marconi Center Hotel, or take any other action in relation thereto.

**Motion: John Kaar, Community Preservation Committee, moved that the Town vote to appropriate the sum of \$110,000 from FY2014 Community Preservation Fund revenues to fund Mobility Improvements and Fire Suppression System at the Marconi Center Hotel.**

*Explanation as printed in the Warrant: The Chatham Marconi Maritime Center (CMMC) is ready to proceed with the rehabilitation and restoration of the interior of the first floor of the hotel. This article would provide funds to a four-stop elevator and a fire suppression system, both of which are required under code for occupancy of the building. The CMMC will contribute approximately \$340,000 for the improvements, excluding the elevator and fire suppression system. The \$110,000 would provide for access to and protection of a Town owned building which listed on the National Register of Historic Places, and is an acceptable use of Community Preservation Funds.*

**Community Preservation Committee Recommendation: Approve 9-0-0**  
**Board of Selectmen Recommendation: Approve 5-0-0**  
**Finance Committee Recommendation: Approve 7-0-1**

**VOTE: Voice. So voted by a very substantial majority, declared the Moderator.**

## **Article 25 – Community Preservation – Nautical Charts Preservation and Access**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund the historic preservation of Nautical Charts under the Chatham Nautical Chart Initiative, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion: Jane Moffett, Community Preservation Committee, moved that the Town vote to appropriate \$100,000 from FY2014 Community Preservation Revenues for the historic preservation of nautical charts under the Chatham Nautical Chart Initiative.**

*Explanation as printed in the Warrant: The Chatham Historical Society is seeking funds for the Chatham Nautical Chart Initiative, a project that will make available a group of extraordinary navigation charts in the Society's collection. The Society has a collection of 130 nautical charts that date back to the 19th Century; a number record the journeys of various Chatham sea captains such as Captains Gersham Jones, Charles W. Jones, Reuben Eldredge, Simeon Taylor, John Taylor and Charles W. Hamilton. The costs for restoration/conservation is approximately \$1,800 per chart; digitization – \$300; with the balance for other costs associated with the project. The \$100,000 will be used for the first phase of the project which will preserve and digitize 40 charts (of 130 Charts) that meet the criteria of having significance for Chatham and are in need of aggressive restoration/conservation to ensure their survival for future generations.*

**Community Preservation Committee Recommendation: Approve 9-0-0**  
**Board of Selectmen Recommendation: Approve 4-1-0**  
**Finance Committee Recommendation: Approve 8-0-0**

**VOTE: Voice. So voted by a very substantial majority, declared the Moderator.**

## **Article 26 – Community Preservation – Volunteer Park Walking Trail**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund construction of a Walking Trail at Volunteer Park, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion: Ira Seldin, Community Preservation Committee, moved that the Town vote to appropriate \$95,000 from FY2014 Community Preservation Revenues for construction of an Accessible Walking Trail at Volunteer Park.**

*Explanation as printed in the Warrant: The Chatham Board of Health, in conjunction with the Parks & Recreation Commission, proposes to build and approximately 1/3 mile paved walking path around the ball fields at Volunteer Park. The path will be constructed with as minimal impact on the natural vegetation as possible. This path will provide a safe accessible path for those individuals who are not physically able to access other recreational walking paths. The \$95,000 will provide for construction of a path approximately 6' wide, with a paved surface for ease of use by all. The project has*

received support from the Disability Committee as well as the Council on Aging.

**Community Preservation Committee Recommendation: Approve 8-0-0**  
**Board of Selectmen Recommendation: Approve 3-2-0**  
**Finance Committee Recommendation: Approve 7-1-0**

**VOTE: Voice. In my opinion the No's have it; the article is lost, declared the Moderator.**

## **Article 27 – Community Preservation – Skateboard Park Construction**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money it determines necessary to fund the relocation/construction of the Chatham Skateboard Park, or take any other action in relation thereto.

(Community Preservation Committee)

**Motion: Ira Seldin, Community Preservation Committee, moved that the Town vote to appropriate \$110,000 from FY2014 Community Preservation Revenues for construction of the Chatham Skateboard Park on Town-owned land.**

*Explanation as printed in the Warrant: The Chatham Park & Recreation Commission must remove the current skateboard park from the Chatham Airport by September 1, 2013. This project will provide for the continuation of an active outdoor recreation facility that has been enjoyed for the past 17 years in Chatham. The skateboard park is a major attraction to teens; mostly middle and high school students. This request would provide \$110,000 to construct the new skateboard park out of concrete to alleviate noise concerns raised by the public. Concrete does not resonate and provides a durable low maintenance facility. The Town previously approved the transfer of \$42,500 (STM August 2012, Article 6) toward the estimated total cost of approximately \$150,000 for the skate park relocation and construction.*

**Community Preservation Committee Recommendation: Approve 9-0-0**  
**Board of Selectmen Recommendation: Approve 4-1-0**  
**Finance Committee Recommendation: Approve 7-1-0**

**AMENDMENT: Voter Ginny Nickerson moved that Article 27 be amended to include the wording "to be located on the land adjacent to the VFW on George Ryder Road."**



**VOTE TO ACCEPT AMENDMENT:**  
**Voice.** In my opinion, the ayes have it.  
**After a request for a show of the cards, the Moderator declared clearly the ayes have it.**

**VOTE ON MAIN MOTION WITH AMENDMENT:** **Voice.** So voted by a very substantial majority, more than the requisite 2/3rds declared the Moderator.

### Article 28 – Solid Waste Contract

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste for a period not to exceed twenty (20) years commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, which contract may include a provision that the Town shall not be exempt from liability for the payment of contract sums in future fiscal years; or to take any other action relative thereto. (Board of Selectmen)

**Motion:** Timothy Roper, Selectman, moved that the Town authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste for a period not to exceed twenty (20) years commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, which contract may include a provision that the Town shall not be exempt from liability for the payment of contract sums in future fiscal years.

*Explanation as printed in the Warrant: The Town has had a contract with Southeastern Massachusetts Resource Recovery Facility (SEMASS) to receive Chatham's solid waste since January 1, 1985. SEMASS is a waste-to-energy facility that provides the Town with an alternative to solid waste disposal at landfills. The Town's current contract with SEMASS will expire on December 31, 2014. This article will allow the Board of Selectmen to enter into a new solid waste disposal contract beginning January 1, 2015.*

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE:** Voice. So voted unanimously.

### Article 29 – Road Acceptance; Crow's Pond Road

To see if the Town will vote to accept Crow's Pond Road as a Town way laid out by the Board of Selectmen according to plans and descriptions now on file in the Town Clerk's

## Article 30 – Parcel Summary for Easements

PARCEL NO.	LOCATION	SUPPOSED OWNER	RECORDED			AREA (SF ±)				REMARKS
			DEED BOOK	PAGE	LAND COURT DOCUMENT	EASEMENTS		TOTAL TAKEN AREA	TOTAL PROPERTY AREA	
TYPE	AREA									
XX-E-1	157 BRIDGE STREET	MITCHELL RIVER NOMINEE TRUST	BK 998	PG 54	CTF 121854	PERM.	2,297	2,297	123,238*	MAINTENANCE PATH, SLOPE TREATMENTS, AND BRIDGE ABUTMENT
XX-E-2	90 BRIDGE STREET	JR FENNELL REALTY TRUST	BK 1049	PG 93	CTF 128013	PERM.	40	40	18,335**	GATE CLEARANCE
XX-E-3	90 BRIDGE STREET	JR FENNELL REALTY TRUST	BK 1049	PG 93	CTF 128013	PERM.	1,990	1,990	18,335**	SLOPE
XX-E-4	MITCHELL RIVER	UNKNOWN OWNER				PERM.	3,208	3,208		BRIDGE EASEMENT
XX-E-5	MITCHELL RIVER	UNKNOWN OWNER				PERM.	3,492	3,492		BRIDGE EASEMENT
XX-E-6	45 BRIDGE STREET	RESIDUARY TRUST B	BK 1030	PG 36	CTF 125676	PERM.	1,290	1,290	143711*	CONSTRUCTION OF SIDEWALK, GUARDRAIL AND SLOPE
XX-E-7	BRIDGE STREET	TOWN OF CHATHAM	BK 243	PG 11	NO DEED FOUND	PERM.	1,349	1,349	4252*	CONSTRUCTION OF SIDEWALK, GUARDRAIL AND SLOPE
XX-TE-1	90 BRIDGE STREET	JR FENNELL REALTY TRUST	BK 1049	PG 93	CTF 128013	TEMP.	526		18,335**	CONSTRUCTION OF SIDEWALK, GUARDRAIL AND SLOPE

\* PROPERTY AREAS OBTAINED FROM ASSESSOR'S MAP

\*\* PROPERTY AREAS CALCULATED USING LAND COURT #24180

office, and to authorize the Board of Selectmen to accept deeds or easements; or take, by eminent domain, all necessary interests in real estate as shown on said plans, with no land damages to be paid by the Town, all in accordance with Chapters 80 and 83 of the Massachusetts General Laws and Chapter 240 of the Town of Chatham General Bylaws, or to take any other action relation thereto. (Board of Selectmen)

**MOTION:** Leonard Sussman, Selectman, moved that the Town vote to accept Crow's Pond Road as a Town way as laid out by the Board of Selectmen according to plans and descriptions now on file in the Town Clerk's office, and to authorize the Board of Selectmen accept deeds or easements; or to take, by eminent domain, all necessary interests in real estate as shown on said plans, with no land damages to be paid by the Town, all in accordance with Chapters 80 and 83 of the Massachusetts General Laws and Chapter 240 of the Town of Chatham General Bylaws, or to take any other action relation thereto.

**Explanation as printed in the Warrant:** Crow's Pond Road has been maintained as a Town Road for a number of years. Crow's Pond Road is a main roadway that connects several areas of North Chatham. This article would properly accept this road as a Town way. Accepting this road as a Town way will also allow the Town to include this roadway on the Massachusetts Department of Transportation Chapter 90 (state aid) funding list. This will allow the Town to receive additional state Chapter 90 funds in the future.

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

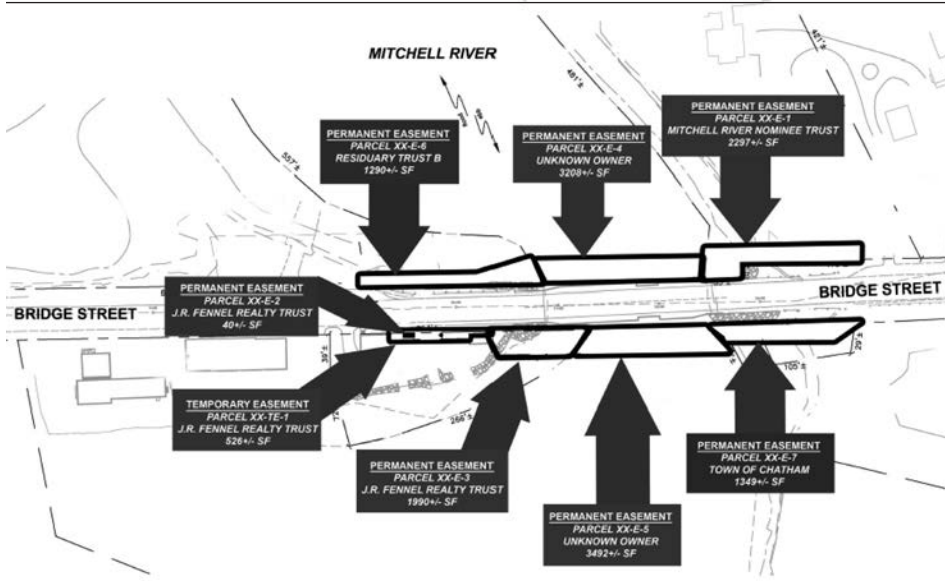
**VOTE:** Voice. So voted unanimously.

### Article 30 – Mitchell River Bridge Replacement Project; MDOT Permanent and Temporary Easements Takings

To see if the Town will vote to authorize the Board of Selectmen to acquire by donations, purchase, or take by eminent domain, and to raise and appropriate a sum of money to fund said purchase or taking along with all legal costs associated with the obtaining of any and all temporary and permanent easements related to the Mitchell River Bridge Replacement Project as shown and identified on a plan entitled, "Massachusetts Department of Transportation, Highway Division, Plan and Profile of Bridge Street (Bridge C-07-001) in the Town of Chatham, 75% Right of Way Plans", dated February 25, 2013 prepared by URS Corporation located at 260 Franklin Street, Boston MA 02110, which will be delivered to and made available at the Town Clerk's Office fourteen (14) days prior to the date of the town meeting, and further to appropriate, by borrowing, transfer or otherwise, a sufficient sum of funds to accomplish the same, and to authorize the Selectmen and Town Manager to negotiate and execute any and all agreements and documents to effectuate this donation, purchase and/or taking; or to take any other action relation thereto.

(Board of Selectmen)

## Article 30 – Mitchell River Bridge Construction Easements



**Motion:** Sean Summers, Selectman, moved to authorize the Board of Selectmen to acquire by donations, purchase, or take by eminent domain any and all temporary and permanent easements related to the MRB Replacement Project as shown and identified on a plan entitled “Massachusetts Department of Transportation, Highway Division, Plan and Profile of Bridge Street (Bridge C-07-001) in the Town of Chatham, 75% Right of Way Plans”, dated February 25, 2013 prepared by URS Corporation located at 260 Franklin Street, Boston MA 02110, and further to raise and appropriate (or transfer from available funds) \$57,438 from Free Cash to accomplish the same, and further to authorize the Selectmen and Town Manager to negotiate and execute any and all agreements and documents to effectuate this donation, purchase and/or taking.

*Explanation as printed in the Warrant:* The Massachusetts Department of Transportation (MassDOT) has identified various parcels for which the Town will need to obtain permanent and temporary access easements in order to construct and maintain the new bridge. The individual easements are listed in the table above and are shown on the attached map. Three of the easements are located on private property. The easements will allow the property owner to retain ownership of the entire property while providing formal permission to the Town to access the bridge via sections of those properties during construction and/or for ongoing maintenance of the new bridge. We plan to have the final details and potential valuation of these easements completed before Town Meeting. The prop-

erty owners have been contacted and have the right to receive compensation for the easement based on a professional appraisal paid by the Town or alternatively the easement may be donated directly to the Town. All easements of this nature must ultimately be approved by Town Meeting. Following such, public hearings will be conducted related to these access easements per M.G.L. c. 79, § 5C. Plans are on file in the Town Clerk's Office.

**Board of Selectmen Recommendation:**  
Approve 5-0-0

**Finance Committee Recommendation:**  
Approve 7-0-0

**VOTE:** So voted by more than the requisite 2/3rds declared the Moderator.

## Article 31 – General Bylaw Amendment – Safe Operation of Bicycles

To see if the Town will vote to amend its General Bylaw, Section by adding a new Section, entitled “Bicycles,” as follows:

### Town of Chatham By-Law Bicycles

#### SECTION 1. Bicycles

No bicyclists shall ride on the sidewalks in the downtown area on Main Street, from the rotary traffic circle at Main Street and Old Harbor Road, east to the Lighthouse Beach Parking lot.

#### SECTION 2. Violations, Penalties, Enforcement

Any Town of Chatham Police Officer may enforce this by-law. Violations of this by-law are subject to a fine of \$25 for the first offense and \$50 for each subsequent offense

and may be enforced by non-criminal disposition.

Or to take any other action relation thereto.  
(Board of Selectmen)

**MOTION:** Florence Seldin, Chairman, Board of Selectmen, moved that the Town vote to amend its General Bylaw as printed in the Warrant for Article 31.

*Explanation as printed in the Warrant:* The purpose of this by-law is to establish minimum requirements to ensure the safety of citizens on Chatham roadways, sidewalks and paths.

**Board of Selectmen Recommendation:**

Approve 5-0-0

**Finance Committee Recommendation:**  
Approve 8-0-0

**VOTE:** Voice. In my opinion, the ayes have it, declared the Moderator. After a show of cards, the Moderator declared I'm reasonably comfortable that the ayes have it. Article 31 is passed, declared the Moderator.

## Article 32 – General Bylaw Amendment – Approval of Signs on Town Property

(Strikethrough indicates language proposed for deletion; Underline indicates language proposed for insertion.)

To see if the Town will vote to amend its General Bylaw, Section 225-4, Paragraph G, Signs on leased Town-owned property by deletion (shown with strikethroughs) and insertion (shown with underlines) as follows:

G. Signs on ~~leased~~ Town-owned property. The Selectmen or their agent shall have the sole discretion as to the suitability of all signs erected or to be erected on Town-owned property, under lease of private enterprise or otherwise, but all said signs shall conform to the existing sign code.

Or to take any other action relation thereto.  
(Board of Selectmen)

**MOTION:** Sean Summers, Selectman, moved that the Town vote to amend its General Bylaw as printed in the Warrant for Article 32.

*Explanation as printed in the Warrant:* At the request of the Board of Selectmen, the Town's Sign Bylaw was reviewed to identify opportunities to streamline the approval of signs proposed to be placed on Town-owned property. The current process required to obtain Board of Selectmen approval was identified as potentially burdensome and time

consuming particularly for signage associated with one-time events and/or activities. In several instances in the General Bylaw authority is vested in the Board of Selectmen or their agent. By inserting this same ability for delegation in Paragraph G, the Board of Selectmen can delegate their authority in some instances while retaining the authority when they deem it to be appropriate.

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

### **Article 33 – Conservation Deed Acceptance; Cedar Street**

To see if the Town will vote to accept and/or ratify its prior acceptance and recording of a Deed, dated November 16, 2006 for the property identified on the Chatham Assessors Map as 13C-7-15, formerly owned by Winthrop E. and Allison Taylor and to place the property under the care and custody of the Conservation Commission; or to take any other action relation thereto.

(Conservation Commission)

**Motion: Victor DiCristina, Land Bank Open Space Committee, moved that the Town vote to accept and/or ratify its prior acceptance and recording of a Deed, dated November 16, 2006 for the property identified on the Chatham Assessors Map as 13C-7-15, formerly owned by Winthrop E. and Allison Taylor and to place the property under the care and custody of the Conservation Commission.**

*Explanation as printed in the Warrant: This is to clarify the records for the purchase of the property completed in 2006. The Town voted to acquire said property at the May 8, 2006 Town Meeting, under articles 26 & 27. The votes included the restriction of accepting the deed on or before November 15, 2006. The deed however was signed by the property owners on November 16, 2006 and recorded with the Barnstable County Registry of Deeds on November 17, 2006 which exceeded the date noted in the article. This article provides for such correction. All funds for the purchase have been provided to the seller. No additional funds will be expended for this clarification.*

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

### **Article 34 – Pleasant Bay Resource Management Plan Update**

To see if the Town will vote to adopt the 2013 Pleasant Bay Resource Management Plan Update developed in accordance with the Pleasant Bay Resource Management Plan adopted by the Town in 1998 and updated in 2003 and 2008, and to continue working with the aforementioned towns of the Pleasant Bay Resource Management Alliance to implement the plan and plan updates.

Or to take any other action relation thereto.  
(Board of Selectmen)

**Motion: David Whitcomb, Selectman, moved that the Town adopt the 2013 Pleasant Bay Resource Management Plan Update developed in accordance with the Pleasant Bay Resource Management Plan adopted by the Town in 1998 and updated in 2003 and 2008, and to continue working with the aforementioned towns of the Pleasant Bay Resource Management Alliance to implement the plan and plan updates.**

*Explanation as printed in the Warrant: The Pleasant Bay Resource Management Plan 2013 Update describes management issues and provides recommendations for coordinated management activity within the Pleasant Bay Area of Critical Environmental Concern (ACEC) and watershed over the coming five years. The purpose of the management plan is to promote the natural resource health and public enjoyment of Pleasant Bay. The management plan is updated every five years by the Pleasant Bay Alliance, an organization formed by an inter-municipal agreement between Brewster, Orleans, Chatham and Harwich. Town Meeting in each town is being asked to adopt the 2013 Update and renew the Memorandum of Agreement forming the Alliance.*

*The 2013 Update contains more than 100 recommendations in the areas of Biodiversity and Habitat Protection, Wetlands Protection, Fisheries Management, Watershed Planning, Coastal Processes and Coastal Structures, Navigation Safety, Public Access and Historic Resources. The Update was developed over the past year by the Alliance with input from local and regional resource managers and interested citizens. A public hearing was held in March.*

*The 2013 Update is available on the home page of the Pleasant Bay Alliance website, [www.pleasantbay.org](http://www.pleasantbay.org). Resource Management priorities include:*

*1. Continuing to Facilitate Watershed-based Collaboration to Address Nitrogen Loading*

- 2. Encourage the four watershed towns to make progress in developing and implementing nutrient management plans and promote watershed-based collaboration to achieve total nitrogen Total Maximum Daily Loads (TMDLs). Stormwater management, smart growth, and fertilizer controls will be areas of focus.*
- 3. Developing Guidelines for Permitting Erosion Control Structures*
- 4. Develop performance standards and design criteria for erosion control structures in the study area to guide local and state permitting. In-depth study of system-wide coastal processes and tide data will continue.*
- 5. Promoting Strengthening of Wetland Protections*
- 6. Continue to work to strengthen local wetlands protection regulations and review procedures by recommending modifications to local conservation regulations and bylaws. Pursue or support opportunities for wetlands restoration, such as at Muddy Creek and Frost Fish Creek.*
- 7. Developing Best Management Practices to Protect Biodiversity*
- 8. Develop best management practices designed to manage invasive species and promote habitat and resource protection. Investigate, monitor and improve opportunities for diadromous fish passage.*
- 9. Continuing Resource Monitoring Programs and Research*
- 10. Continue to monitor water quality, tide data, salt marsh and eelgrass health, and aerial photography for management support and regulatory compliance. Rely on rigorous technical analyses to discern significant trends.*
- 11. Continuing to Build Stewardship through Public Education*
- 12. Continue to develop stewardship by sharing research, data and information regarding resource conditions and trends.*

**Board of Selectmen Recommendation:**  
**Approve 5-0-0**

**Finance Committee Recommendation:**  
**Approve 8-0-0**

**VOTE: Voice. So voted unanimously.**

**MOTION TO ADJOURN: At 10:35 p.m., Selectman Whitcomb moved that the meeting adjourn.**

**VOTE: Voice. So voted unanimously.**  
**Respectfully submitted,**  
**Julie S. Smith, MMC/CMMC, Town Clerk**



## Annual Town Election May 16, 2013

This Annual Town Election, called by the Board of Selectmen as required by law on a Warrant duly posted by Constable John Proudfoot on April 25, 2013, was held on Thursday, May 16, 2013 at the Chatham Community Center. The polls opened at 7:00 a.m.

Town Clerk Julie Smith, Warden Carol Barry and computer specialist James Cuddy examined the ballot boxes, demonstrated the boxes were empty and showed the ballot counters to be registered at zero. The Optical Scan electronic voting systems operated throughout the voting hours without incident.

Warden Carol Barry and election workers Evelyn Ambriscoe, Joan Bagnell, Beverly Brown, Ann Eldredge, Sandra Koski, Mary McDermott, Lillian McNulty, Shanna Nealy, David Porter, Louise Redfield, Jennifer Smith, Carol Tautkus, and Assistant Town Clerk Paula Tobin all contributed to the success of this election.

The polls closed at 8:00 p.m. At the time of this election there were 5,510 registered voters in Chatham. 1,521 ballots were cast (27%).

BOARD OF SELECTMEN	TOTAL
Timothy Lee Roper	910*
Jeffrey S. Dykens	1011*
Seth Thomas Taylor	633
Write-In	12
Blank	476
<b>TOTAL</b>	<b>3042</b>

MONOMOY REG	TOTAL
Diane De La Riva Nash	1141*
Write-In	7
Blank	373
<b>TOTAL</b>	<b>1521</b>

HOUSING AUTHORITY	TOTAL
William P. Bystrom	1142*
Write-In	6
Blank	373
<b>TOTAL</b>	<b>1521</b>

### DEBT EXCLUSION WASTEWATER BALLOT QUESTION

Shall the Town of Chatham be allowed to exempt from the limitations of proposition two and one-half, so-called, the amounts required to pay for the bonds issued for the purpose of paying costs of designing and constructing various projects involving wastewater collection facilities, including facilities for surface water nutrient management?

QUESTION ONE	TOTAL
YES	912*
NO	491
Blank	118
<b>TOTAL</b>	<b>1521</b>

### QUESTION TWO – NON-BINDING PUBLIC ADVISORY QUESTION

Whereas, Massachusetts Emergency Management Agency (MEMA) Director Kurt Schwartz has acknowledged that Cape residents and visitors are “in harm’s way” in the event of a radiological accident at the Pilgrim Nuclear Power Station in Plymouth;

Whereas, MEMA has determined that Cape residents and visitors will not be evacuated but plans to relocate Cape citizens after exposure to dangerous radioactive materials released in an accident;

Shall we, the citizens of the Town of Chatham find this State response to Pilgrim’s threat to our health and safety unacceptable and in violation of the public trust and shall we respectfully request that Governor Deval Patrick call upon the Nuclear Regulatory Commission to uphold their mandate to shut Entergy’s Pilgrim Nuclear Power Station in Plymouth because the public safety, particularly Cape and Islands residents and visitors, cannot be assured.

QUESTION TWO	TOTAL
YES	890*
NO	482
Blank	149
<b>TOTAL</b>	<b>1521</b>

Respectfully submitted,  
Julie S. Smith, MMC/CMMC, Town Clerk

## Special State Election June 25, 2013

This Special State Election, called by the Board of Selectmen as required by law on a Warrant duly posted by Constable John Proudfoot on April 25, 2013, was held on Tuesday, June 25, 2013 at the Chatham Community Center. The polls opened at 7:00 a.m.

Town Clerk Julie Smith, Warden Carol Barry and computer specialist James Cuddy examined the ballot boxes, demonstrated the boxes were empty and showed the ballot counters to be registered at zero. The Optical Scan electronic voting systems operated throughout the voting hours with one minor exception; the ballot reader jammed and stopped accepting ballots for approximately one hour. When the machine was back up and running, 344 unprocessed (i.e., unread by the optical scan device) ballots were placed into a sealed envelope in front of the Police

Officer, kept in a secure location with the Warden, then hand counted and added to the final tally after the polls closed.

Warden Carol Barry and election workers Evelyn Ambriscoe, Joan Bagnell, Beverly Brown, Ann Eldredge, Mary Griffin, Sandra Koski, Lillian McNulty, Shanna Nealy, David Porter, Louise Redfield, Jennifer Smith, Carol Tautkus, and Assistant Town Clerk Paula Tobin all contributed to the success of this election.

The polls closed at 8:00 p.m. At the time of this election there were 5,526 registered voters in Chatham. 2,445 ballots were cast (44%).

SENATOR IN CONGRESS	FINAL TOTAL
GABRIEL E. GOMEZ	1403
EDWARD J. MARKEY	1030
RICHARD A. HEOS	8
WRITE-IN	0
BLANK	4
<b>TOTAL</b>	<b>2445</b>

Respectfully submitted,  
Julie S. Smith, MMC/CMMC, Town Clerk

## Special Town Meeting October 7, 2013

To any of the Constables of the Town of Chatham in the County of Barnstable.  
IN THE NAME OF THE COMMON-WEALTH OF MASSACHUSETTS, you are hereby directed to NOTIFY and WARN the INHABITANTS OF THE TOWN OF CHATHAM qualified to vote in elections and Town affairs, to meet in the gymnasium of the Chatham High School on Crowell Road in said Chatham on the 7th day of October at 6:30 o’clock in the evening, then and there to act on any business that may legally come before said meeting, and to meet again in the Community Center on Thursday, the 10th day of October, 2013 to consider the capital debt exclusion ballot question as contained in the Warrant.

Polls for the special election will open at 7:00 a.m. and will close at 8:00 p.m.

Moderator William G. Litchfield opened the meeting at 6:30 p.m. 319 voters were present, far exceeding the quorum of 100.

On behalf of Town Clerk Julie Smith, the Moderator read the Constable’s Return of Service: Barnstable, ss. “Pursuant to the written WARRANT, I have notified and warned the inhabitants of the Town of Chatham by posting attested copies of the same in each of the Post Offices of said Town at least fourteen days before October 7, 2013 on September 19, 2013. Benjamin



J. Nickerson, Constable.”

Moderator Litchfield then administered the Oath of Office to the volunteer Tellers for the evening: Bruce Beane, Shanna Nealy, Louise Redfield, Donald St. Pierre, Debra Walther, and Jean Young.

The Moderator introduced Boy Scouts from Troop #71; Cody Doyle, Elijah Eldredge, Jan Lapinski, Carlisle Nash, David Van Sickle, Owen Van Sickle and a Girl Scout from Troop #8775, Anastasa Elmendorf as they presented the U.S. and Massachusetts State flags and lead the audience in the Pledge of Allegiance.

The Moderator introduced CART Stenographer Stefanie Farrell and she once again provided CART service for the hearing impaired. He reminded the meeting that Stefanie would be transferring the spoken word onto a screen in a format similar to “closed captioning” on television. The Moderator also announced that there were representatives from the League of Women Voters present to keep track of the 5-minute rule.

Moderator Litchfield reminded the audience that there might be an article in which he would need to step down, and Selectman Roper moved that David Nixon be nominated as Temporary Moderator.

VOTE: Voice. So voted unanimously.

**Resolution:** Timothy L. Roper, Chairman, Board of Selectmen, moved that the Town vote to adopt the following rules of procedure for the Special Town Meeting of October 7, 2013.

- A) The Moderator shall have the option of reading each Article in the Warrant verbatim or summarizing the subject matter therein in general terms, at his discretion.
- B) Upon an Article having been disposed of by vote, the Moderator shall entertain a motion to reconsider said Article or to accept a Resolution pertaining to said Article only during the same session during which said vote was acted upon.
- C) A motion to move the previous question shall require a two-thirds vote and may not be debated.
- D) The Moderator shall not accept a motion to move the previous question by any person discussing the Article until after an intervening speaker has discussed the Article.
- E) A non-voter may request the privilege of addressing the meeting on a motion made under any Article or Resolution offered the request to be granted by the

Moderator unless there is an objection by a voter. Upon objection, the Moderator shall poll the meeting by voice or count, at his discretion, and a majority vote in favor shall entitle said non-voter to address the meeting. However, the Moderator may grant the privilege of the floor to any non-resident Town Department Head without necessity of a vote.

- F) The Moderator shall not entertain the question of the presence of a quorum at any point at which a motion to move the previous question has already been voted.
- G) Speakers addressing the meeting shall be limited to five (5) minutes within which to present their remarks. The Moderator will not recognize anyone who has previously spoken on the Article until all persons wishing to address the meeting have had an opportunity to speak. The Moderator may exercise reasonable discretion in enforcement of this rule.

The foregoing rules are not intended to alter or change the traditional conduct of the Town Meetings in Chatham except as specifically stated above.

VOTE: Voice. So voted unanimously.

#### **Article 1 – Fire Station Design & Construction**

To see if the Town will vote to appropriate a sum of money for paying costs of the design, construction, renovation, and equipping for a new Fire Station on Depot Road, including all costs incidental and related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto provided, however, no money shall be borrowed hereunder unless the town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) amounts required to pay the principal and interest on the borrowing authorized by this vote, or take any other action in relation thereto.

(Board of Selectmen)

**MOTION:** Timothy L. Roper, Chairman, Board of Selectmen, moved that \$10,341,635 is appropriated for paying costs of the design, construction, renovation, and equipping a new Fire Station on Depot Road, including all costs incidental and related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$10,341,635 under Chapter 44 of the General Laws or any other enabling authority; and that the Board of Selectmen is authorized to take any other action

necessary to carry out this project; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. Chapter 59 §21C (Proposition 2 ½) the amounts required to pay the principal and interest on the borrowing authorized by this vote.

#### **Explanation as printed in the Warrant:**

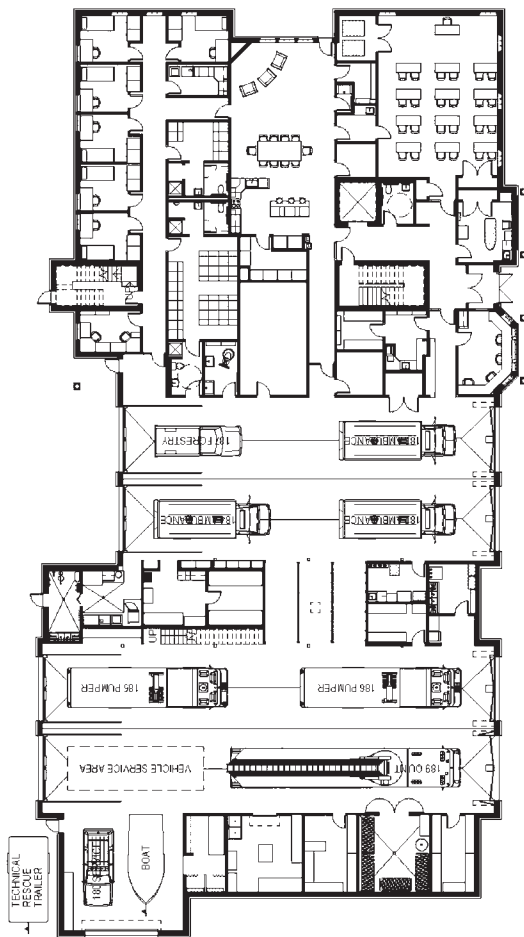
*The Town continues to move forward with the implementation of the Capital Facilities Replacement Program. With the Police Station and Town Annex buildings completed, the next facility to be addressed is the Fire Station. The current fire station at 135 Depot Road was constructed in 1952, with an addition in 1975. The facility was built for what was then a volunteer fire department. Since the 1950s, the department has undergone several changes in both size and operation within the confines of the present building. Service demand has grown the department from a volunteer department to a staff of both call and full time firefighters. The Department has far outgrown the building which no longer provides operational efficiency.*

*The existing facility does not meet the needs of a present day fire department and is not capable of addressing the future needs. The existing living space has a crowded bunk area and one bathroom for male and female firefighters. Locker facilities are deficient in size and lack adequate toilets, showers and sinks. There is no space for firefighters to train or drill. The building doesn't meet the recommended standards for the decontamination of medical equipment; storage of oxygen, storage of medical supplies or storage of firefighting gear. The administrative area lacks office space, meeting space and record storage. The 1950s sized apparatus bays are too small for present day and future fire apparatus.*

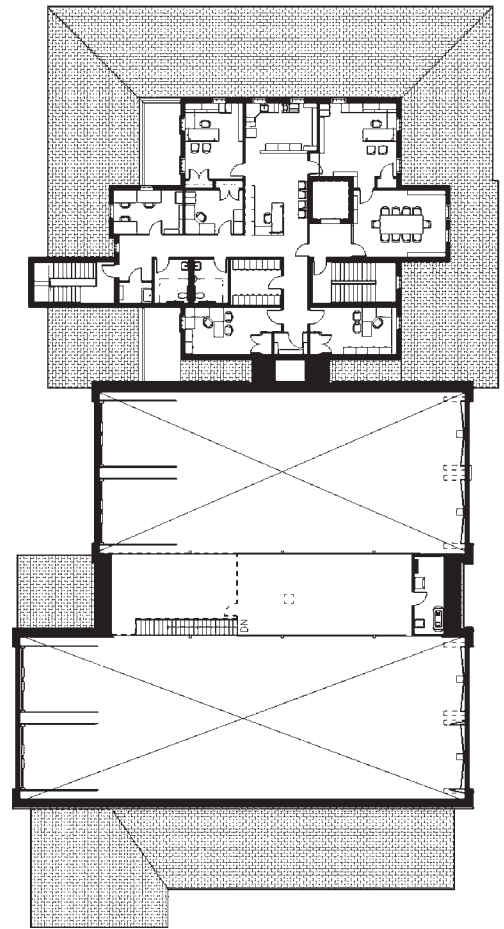
*The overall condition of the building is poor and the heating and electrical systems are inadequate. The roof has leaked for several years and produced rot and mold. The building is not in compliance with the Americans with Disabilities Act or the Life Safety Codes.*

*To address the current and future needs of the Fire Department, a conceptual plan has been developed for a new fire station to be constructed at the present location on Depot Road. The proposed building enhances the ability of the Fire Department to meet the service needs of the community. The proposed building will also meet the space/storage needs of the Fire Department by providing room for required apparatus, addressing health, safety and security issues and providing for department training.*

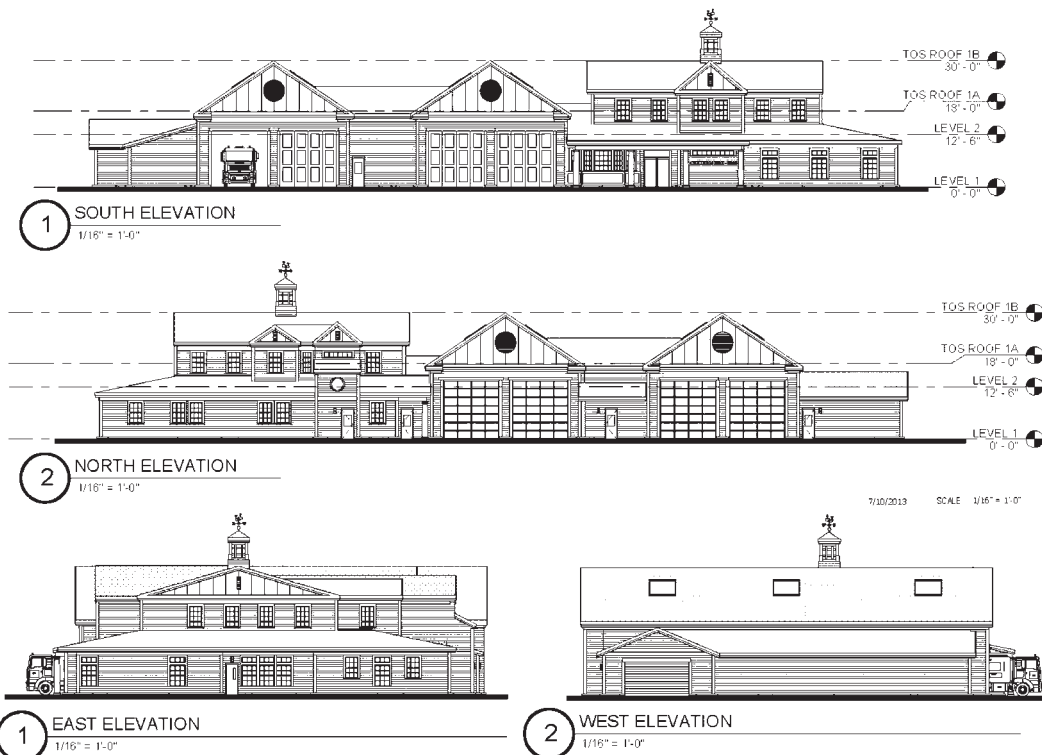
## Article 1 – Fire Station Design & Construction – Proposed First and Second Floor Plans



*For full floor plan details  
go to [www.chatham-ma.gov](http://www.chatham-ma.gov)  
and under Town Projects  
press the “Fire Station  
Headquarters” project link  
to access the “Detailed  
Floor Plans”*



## Article 1 – Fire Station Design & Construction – Proposed Elevations



**Article 1 – Fire Station Design & Construction – Perspectives and Photo Simulation**



**Article 1 – Fire Station Design & Construction – Site Plan Graphic (inserted on aerial backdrop of the project vicinity)**





## Article 1 – Fire Station Design & Construction – Total Project Budget

### Chatham Fire Station - Estimated Development Budget

20,600 sq. ft.

#### Construction Costs

Total Construction Costs **\$7,769,006**

#### Owner's Development Costs

Architect & Engineering Fees	\$720,000
Owners Project Manager and Site Clerk Fees	\$354,000
Furniture, Furnishings and Operational Equipment	\$271,110
Communication Equipment, Technologies and Tower	\$287,360
Required Testing, Reviews, Documents and Survey	\$75,000
Temporary Relocation Costs To Highway Department	\$372,700

Total Owner's Development Cost **\$2,080,170**

Total Construction and Owner's Development Costs **\$9,849,176**

Plus Owner's Contingency (5%) \$492,459

Total Project Costs Based on 2013 Estimates **\$10,341,635**

Project Cost per Square Foot Including Relocation \$502

Project Cost per Square Foot Excluding Relocation \$483

The details and specifics of this project have been developed with a Project Team led by an Owners Project Manager or OPM representing the Town in developing a "strong concept plan" as approved by Special Town Meeting in August 2012. An integral component of the concept's development has been the involvement of the Capital Projects Review Committee (CPRC) leading to a recommendation to the Board of Selectmen that was ultimately endorsed in July 2013.

This new concept plan is leaner, more context sensitive and more thoroughly developed than the previous proposal brought to Town Meeting that failed to gain approval. The new building's total square footage has been reduced by almost 15% for a total floor area of approximately 20,600 sq. ft. This reduced area also translates into a less massive design, more sensitive to its surroundings and important position in the Veteran's Field area landscape. As part of the "strong concept" additional site, temporary relocation logistics and equipment details were developed to capture all the items necessary to outfit a new station. This article seeks \$10,341,635 for the design, construction, and equipping of a new Fire Station on Depot Road and the temporary relocation of the Fire Department to the DPW site during construction. Consistent with the "strong concept" approach a detailed project budget was developed, reviewed for saving opportunities and vetted by the CPRC, Board of Selectmen and Finance Committee.

The funding mechanism for this Article is a Capital Debt Exclusion question. A ballot question is scheduled for the Special Election on Thursday, October 10, 2013.

#### **Board of Selectmen Recommendation:**

**Approve 4-1-0**

#### **Finance Committee Recommendation:**

**Approve 7-0-0**

**Vote Required: Two-Thirds Majority**

**VOTE: Voice. In my opinion, that is more than the 2/3 majority required, declared the Moderator.**

### **Article 2 – Prior Year Bill(s) Payment Appropriation**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum or sums of money, to be expended for payment of a prior year bill, or take any other action in relation thereof.  
(Board of Selectmen)

**Motion: Leonard Sussman, Selectman, moved that the Town vote to appropriate and transfer from the FY2014 operating budget General Government (Assessor's**

salary line item) the sum of \$3,965.36 for the payment of the following invoices:

#### **Explanation as printed in the Warrant:**

These invoices were received in May 2013 (FY2013), from prior fiscal years of FY2011 and FY2012, and there were no available funds to encumber. The invoices are for goods and services received in June 2011, December 2011 and January 2012. Per MA General Law, the Town must seek Town Meeting approval for payment in this fiscal year for a prior year(s) bill.

#### **Board of Selectmen Recommendation:**

**Approve 5-0-0**

#### **Finance Committee Recommendation:**

**Approve 8 -0-0**

**Vote Required: Nine-Tenths Majority**

**VOTE: Voice. So voted unanimously.**

### **Article 3 – Town of Chatham Rules and Regulations of the Sewer Department, Amendments to Article V**

To see if the Town will vote to amend the "Town of Chatham Rules and Regulations of the Sewer Department" adopted under Article 57 of the March 15, 1972 Annual Town Meeting and revised under Article 33 of the May 11, 2004, Annual Town Meeting, Article 21 of the May 9, 2005, Annual Town Meeting, Article 35 of the May 12, 2008, Annual Town Meeting and Article 9 of the August 27, 2012 Special Town Meeting:

(A line through words indicates deletion "word". Words in underlined, **bold italics** indicate additions.)

Note – only those Articles/Sections of the Regulations being revised are shown.

### **ARTICLE V CONSTRUCTION TECHNICAL SPECIFICATIONS**

#### **Section 13. Manholes and Cleanouts:**

##### **Manhole and Cleanout Size:**

**Cleanouts.** Cleanouts shall be constructed of the same material as the building sewer. The size of the cleanout shall be the same size as the building sewer up to six (6") inches in diameter, for building sewers larger than six (6") inches in diameter manholes shall be used. Cleanouts shall be sealed with remov-

### **Article 2 - Prior Year Bill(s) Payment Appropriation**

FROM:	DATE:	Dept/Description:	AMOUNT:
JW Dubis & Sons	3/12/2012	Highway -Fuel Dec & Jan	2,821.75
Electronic Recyclers	5/30/2012	Transfer Station	754.90
W.B. Mason	6/6/2011	Facilities – supplies for DPW	388.71
		Total	\$3,965.36



able, re-useable threaded screw-in plug or screw-on cap.

**Manholes.** Manholes shall be minimum of four (4') feet in **diameter with a minimum access diameter of 30 inches (76 cm)**. Larger diameter manholes may be required by the Director. A minimum drop of 0.10 foot shall be used between entrance and exit inverts.

#### **Drop Type:**

A drop pipe for a sewer pipe with an invert entering a manhole of more than 24 inches (61 cm) above the manhole invert shall be provided. Where the difference in elevation between the incoming sewer and the manhole invert is less than 24 inches (61 cm), the invert shall be filleted to prevent solids deposition.

Drop manholes shall be constructed with an outside drop connection. Outside drop connections shall be encased in concrete, and shall provide access for cleaning as the sewer enters the manhole at the top of the drop connection.

Inside drop connections ~~shall only~~ may be used provided the ~~with an existing manholes that~~ has the area to facilitate safe access into the manhole with the inside drop in place, and shall be approved by the Director. The inside drop connection shall be secured to the interior wall of the manhole, and shall provide access for cleaning as it enters the manhole at the top. Internal drop pipes and fittings shall be PVC plastic sewer pipe in compliance with ASTM D2241. Corrosion resistant anchors shall be used to attach the drop pipe to the inside surface of the manhole barrel.

#### **Manhole and Cleanout Covers:**

The elevation of the top section shall be such that the cover frame top elevation is one (1) foot above the 100-year flood elevation (in a field), 0.5 foot above a lawn elevation, or at finished road or sidewalk grade.

When located in a traveled area (road or sidewalk), the manhole frame and cover shall be heavy duty cast iron. When located in a lawn or in a field, the manhole frame and cover may be light duty cast iron. The cover shall be 36 inches, minimum, in diameter provide a minimum access diameter of 30 inches (76 cm). The minimum combined weight of the heavy duty frame and 36 inch cover shall be 735 +/-5% lbs. The minimum combined weight of the light duty frame and 36 inch cover shall be 420 +/-5% lbs. The mating surfaces shall be machined, and painted with tar pitch varnish. The cover shall not rock in the frame. Infiltration between the cover and frame shall be prevented by proper design and construction. Covers shall

have "Sewer" cast into them. Covers shall be designed so that infiltration is prevented.

Manhole frames, installed at grade, shall be set in a full bed of mortar with no less than two nor more than four courses of brick underneath to allow for later elevation adjustment. In lieu of brick, grade rings may be used for elevation adjustment. Grade rings shall not exceed 6 inches in depth. The total number of grade rings shall not exceed 12 inches in height, however, in no event shall more than 3 grade rings be used.

Manholes which extend above grade, shall have the frames cast into the manhole top plate. The top plate shall be securely anchored to the manhole barrel, by a minimum of six, ½ inch diameter, corrosion resistant anchor bolts, to prevent overturning when the cover is removed. The anchor bolts shall be electrically isolated from the manhole frame and cover.

(Remainder of Section 13. remains as previously adopted)

Or take any other action in relation thereto.

(Board of Selectmen as Water and Sewer Commissioners)

**Motion: Jeffrey Dykens, Selectman, moved that the Town vote to amend the "Town of Chatham Rules and Regulations of the Sewer Department" adopted under Article 57 of the March 15, 1972 Annual Town Meeting and subsequently amended in 2004, 2005, 2008 and 2012 as printed in the Warrant.**

*Explanation as printed in the Warrant: This article is intended to update and correct sections of the existing Town of Chatham Rules and Regulations of the Sewer Department.*

#### *Article V.*

*The language changes proposed in Article V are intended to resolve a discrepancy in the Regulations. Throughout the Regulations, the opening diameter of manholes is listed as "a minimum access diameter of 30 inches (76 cm)". However, in Section 13 a 36 inch minimum diameter manhole cover is specifically called out. Manhole covers of 36 inch diameter are a specialty item with longer lead times and higher cost. Most existing manholes are not 36 inch diameter and the recently completed sewer extensions do not use them. The town has standardized on 32 inch diameter manholes covers which provide the "minimum access diameter of 30 inches (76 cm)" called for in the Regulations. The proposed change to Section 13 deletes the reference to 36 inch diameter manhole covers and replaces it with the standard language referencing 30 inch clear access. The reference to weight of manholes covers is also*

*deleted as being no longer necessary due to standardization in the foundry industry.*

*During a meeting with staff and the Engineers regarding sewer extension designs for Phase 1C-1 we identified a minor design issue with the Regulations. It involves inside drop manholes which the regulations seem to limit to only existing manholes and not new ones. Town staff, Operations staff, and the Engineers all agree there is no reason not to allow inside drop manholes provided the manhole is large enough to allow access and in many respects insides drops may be preferable to outside drops as excavation is not needed if there is a problem.*

*The Water and Sewer Advisory Committee has met and voted to recommend the proposed changes to the manhole size language at its meeting on March 13, 2013. They are scheduled to vote on the inside drop manholes at their meeting on September 16, 2013.*

#### **Board of Selectmen Recommendation:**

**Approve 5-0-0**

#### **Finance Committee Recommendation:**

**Approve 8-0-0**

**Vote Required: Simple Majority**

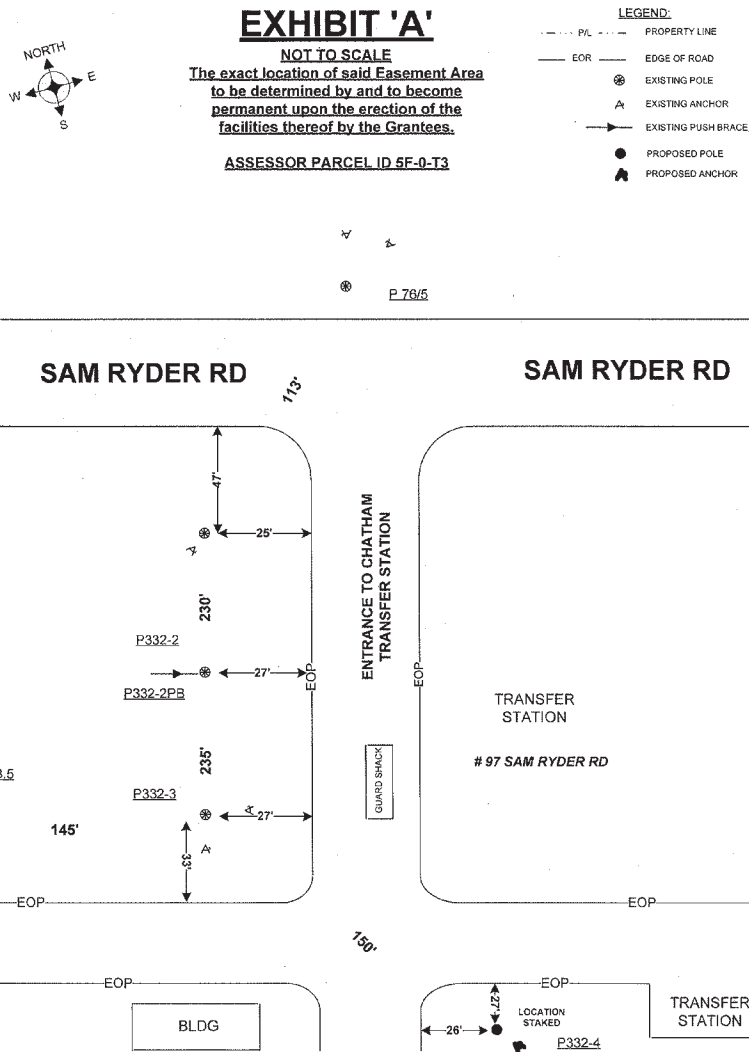
**VOTE: Voice. So voted unanimously.**

#### **Article 4 – Verizon Utility Easement; Pole Location at the Transfer Station**

To see if the Town will vote to authorize the Board of Selectmen to grant for the sum of \$1.00 to Verizon New England Inc., 125 High Street, Oliver Tower, Floor 7, Boston, MA 02110 and NSTAR Electric Company, 800 Boylston Street, Boston, MA 02119, together with their respective successors and assigns, as tenants in common with quitclaim covenants (herein called the "Grantees"), the exclusive and perpetual right and easement to, access, erect, construct, operate, maintain, connect, extend, replace and remove poles 332/1, 2, 2PB, 3, 3.5 and 4 which may be erected at different times with the necessary conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto for the transmission and/or distribution of electricity and the transmission and/or distribution of telecommunications upon, over and across land as now laid out and shown on Chatham Assessors plans as Parcel 5F-0-T3, on land located at 97 Sam Ryder Road, in an area to be fifteen feet (15') in width, and which is approximately shown on a sketch labeled Exhibit A, and to authorize the Board of Selectmen to do all things necessary to carry out the provisions of this article.

(Board of Selectmen)

**Motion: Florence Seldin, Selectman, moved that the Town vote to authorize**



the Board of Selectmen to grant for the sum of \$1.00 to Verizon New England Inc., 125 High Street, Oliver Tower, Floor 7, Boston, MA 02110 and NSTAR Electric Company, 800 Boylston Street, Boston, MA 02119, together with their respective successors and assigns, as tenants in common with quitclaim covenants (herein called the "Grantees"), the exclusive and perpetual right and easement to, access, erect, construct, operate, maintain, connect, extend, replace and remove poles 332/1, 2, 2PB, 3, 3.5 and 4 which may be erected at different times with the necessary conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto for the transmission and/or distribution of electricity and the transmission and/or distribution of telecommunications upon, over and across land as now laid out and shown on Chatham Assessors plans as Parcel 5F-0-T3, on land located at 97 Sam

Ryder Road, in an area to be fifteen feet (15') in width, and which is approximately shown on a sketch labeled Exhibit A, and to authorize the Board of Selectmen to do all things necessary to carry out the provisions of this article.

**Explanation as printed in the Warrant:**

*While Selectmen have the authority to grant permission for utilities to install and maintain utility poles and lines over public ways, the installation of utility poles on any other property requires an easement approved by Town Meeting. These poles would be placed on Town land at the Transfer Station and are necessary to supply adequate power for the ongoing upgrades and improvements.*

**Board of Selectmen Recommendation:**

**Approve 5-0-0**

**Finance Committee Recommendation:**

**Approve 8-0-0**

**Vote Required: Simple Majority**

**VOTE: Voice. So voted unanimously.**

**MOTION TO ADJOURN: At 7:30 p.m., Selectman Roper moved that the meeting be adjourned.**

**VOTE: Voice. So voted unanimously.**

**Respectfully submitted,**

**Julie S. Smith, MMC/CMMC, Town Clerk**

## Special Town Election October 10, 2013

This Special Town Election, called by the Board of Selectmen as required by law on a Warrant duly posted by Constable Benjamin J. Nickerson on September 19, 2013, was held on Thursday, October 10, 2013 at the Chatham Community Center. The polls opened at 7:00 a.m.

Town Clerk Julie Smith, Warden Carol Barry and computer specialist James Cuddy examined the ballot boxes, demonstrated the boxes were empty and showed the ballot counters to be registered at zero. The Optical Scan electronic voting systems operated throughout the voting hours without incident.

Warden Carol Barry and election workers Beverly Brown, Ann Eldredge, Mary Griffin, Sandra Koski, Mary McDermott, Lillian McNulty, Shanna Nealy, Louise Redfield, Carol Tautkus, and Assistant Town Clerk Paula Tobin all contributed to the success of this election.

The polls closed at 8:00 p.m. At the time of this election there were 5,551 registered voters in Chatham. 673 ballots were cast (12%).

### QUESTION ONE – CAPITAL DEBT EXCLUSION FIRE STATION BALLOT QUESTION

Shall the Town of Chatham be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds to be issued in order to pay costs of design, construction, renovation and equipping for a new Fire Station on Depot Road?

QUESTION ONE	FINAL TOTAL
YES	509*
NO	164
BLANK	0
<b>TOTAL</b>	<b>673</b>

**Respectfully submitted,**

**Julie S. Smith, MMC/CMMC, Town Clerk**



Proposed Station